

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Award and enter into contract with Florida Business Interiors, Inc. for RFP 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center (Staff recommends approval).

REQUESTED ACTION: Award and enter into contract

☐ Work Session (Report Only)
☒ Regular Meeting

DATE OF MEETING: 9/14/2010
☐ Special Meeting

CONTRACT: ☐ N/A

Vendor/Entity: Florida Business Interiors, Inc.

Effective Date: 9/14/2010
Managing Division / Dept:

Termination Date: 11/2/2010
Facilities Development & Maintenance / Library Services

BUDGET IMPACT: \$214,952.06

☐ Annual
☒ Capital

FUNDING SOURCE:

307 - Series 2006 Construction Fund

EXPENDITURE ACCOUNT:

307-010-511-6506 Construction In Progress - CR 139 Service Center

☐ N/A

HISTORY/FACTS/ISSUES:

RFP 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center was broadcast on 7-22-2010. Bids were due on 8-23-2010 at 10am and were opened at 10:05am in Room 142 of the Government Offices located at 910 North Main Street, Bushnell, FL 33513.

Two bids were received as follows: R. George & Associates, Inc. - \$185,074.00 and Florida Business Interiors, Inc. (FBI)- Package A \$233,034.54 and Package B \$210,605.64.

The Selection Committee met on 8-30-2010 to discuss and review the proposals submitted. The Selection Committee stated in R. George & Associates, Inc. proposal substitute materials not approved were submitted within their bid. The Selection Committee discussed FBI's proposal. They too submitted materials not approved within their bid. However, when combining approved items from Package A and Package B it allowed materials that were approved to be utilized for award purposes. The recommendation to the Sumter County Board of County Commissioners is to award and enter into contract with FBI for the above referenced bid.

The following items are attached: legal ad proof, bid opening meeting minutes, selection committee meeting minutes, FBI's bid with Package A and Package B included, a seven (7) page finalized report of the items being ordered, the contract, the Notice to Proceed and the Notice of Award.

REQUEST FOR PROPOSALS
Notice is hereby given that the Board of County Commissioners of Sumter County, Florida, will be receiving proposals for the following:

"SUMTER COUNTY FURNITURE PACKAGE FOR THE VILLAGES SUMTER COUNTY SERVICE CENTER"

Detailed proposals are available upon request by calling (352) 569-6067, or by coming to the County Commissioners Office, Budget & Purchasing Department, Room 220, Sumter County Government Offices, 910 North Main Street, Bushnell, Florida, or by contacting Demand Star at 1-800-711-1712 or www.DemandStar.com.

All inquiries and questions regarding this RFP must be made only to the contact identified below and shall be made in writing by fax, e-mail, or mail:

Amanda Taylor, Budget & Purchasing Coordinator
Mailing Address: 910 N. Main Street, Suite 220
Bushnell, FL 33513
E-mail: Amanda.Taylor@sumtercountyfl.gov
Fax: (352) 793-0207

The deadline for submission of questions relating to the RFP shall be August 9, 2010 at 5:00 PM. Proposals must be received by the County no later than 10:00am, August 23, 2010. Proposals will be opened at 10:05am on August 23, 2010 in Room 142 at the Government Offices, 910 North Main Street, Bushnell, FL 33513. Late submittals will be rejected and returned unopened to the Proposer. Proposals must be firmly sealed in packaging that is clearly marked on the outside: "Board of Sumter County Commissioners Furniture Package for The Villages Sumter County Service Center RFP 169-0-2010/AT". Sealed Proposals must be mailed or delivered to Mrs. Amanda Taylor at the above listed address.

Upon submission, all Proposals become the property of the County, who has the right to use any or all ideas presented in any Proposal submitted in response to this RFP, whether or not the Proposal is accepted. Proposals will be opened immediately following the due date and time.

**BOARD OF COUNTY
COMMISSIONERS
SUMTER COUNTY, FLORIDA
#246220 July 22, 2010**

RFP 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center Bid Opening held on 8-23-2010 at 10:05am in Room 142 of the Government Offices located at 910 North Main Street, Bushnell, FL 33513.

Amanda Taylor, Annette Fitzpatrick, Doug Conway and Barbara Shiflett were present to represent county staff. Staci Sperandeo with KP Studio was present as a Selection Committee member representing the Engineer/Architect firm.

Amanda stated the Selection Committee would meet on 8-30-2010 at 10:00am in Room 142 to discuss the proposals submitted. The Selection Committee's recommendation would be taken to the Sumter County Board of County Commissioners on 9-14-2010.

Two "No Proposals" were received. One from OEC Business Interiors and one from Smiley's Audio-Visual, Inc. No proposals were received late. Two proposals were received on time as follows:

R. George & Associates, Inc. – all copies included and price listed at \$185,074.00

Florida Business Interiors – all copies included and price broken down into two different packages; Package A listed at \$233,034.54, Package B listed at \$210,605.64.

*These proposals were not opened in any particular order.

Amanda stated the Selection Committee would do an internal/ individual review of the proposals. Also, if there were any questions to contact Amanda directly because the Selection Committee cannot privately discuss either proposal with each other.

The meeting adjourned at 10:17am.

RFP 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center Selection Committee Meeting was held on 8-30-2010 at 10:00am in Room 142 located at the Government Offices, 910 North Main Street, Bushnell, FL 33513.

Amanda Taylor, Doug Conway, Bob Kegan and Barbara Shiflett were present representing county staff and the Selection Committee. Staci Sperandeo with KP Studio Architect and Shelton Crow with Emmett Sapp Builders were present as Selection Committee members.

Amanda stated the Selection Committee's recommendation of award would be taken to the Sumter County Board of County Commissioners on 9-14-2010.

Doug stated R. George & Associates, Inc. showed several substitutions that were not approved according to the RFP document. Staci and Barbara agreed with Doug's comment. Barbara stated they did not list some libraries she worked with them on in other counties nor was their reference list correct in some places. Barbara stated based on past experience they had issues making some of the designated deadlines.

Doug stated that FBI's proposal packets was well put together and very easy to follow. He also stated they showed substitutions that were not approved according to the RFP document. However, they proposed a Package A and Package B where if mixed together all items meet the approved specifications. The other committee members agreed.

The consensus of the committee was to recommend award to FBI with a combination of Package A and Package B to the Sumter County Board of County Commissioners based on an 11/2/2010 completion date.

The meeting adjourned at 10:31am.



Creating great **workspaces.**



The Villages - Sumter County Service Center

Response to RFP

August 23, 2010





SUMTER COUNTY SERVICE CENTER

Dear Doug & Team:

Thank you for the opportunity to partner with you in creating a new Sumter County Service Center that meets the expectations of your government officials, employees and taxpayers. Expectations such as:

- Value
- Professional Image
- Sustainable/Green
- Functional Space
 - Technology Friendly
 - Adaptable
 - Ergonomic Design
- Quality Product
- Excellent Service

In today's challenging economic times, our clients face a variety of issues in their projects including changing deadlines, limited budgets and project-specific setbacks. Florida Business Interiors can help with all of these while always keeping an eye on your bottom line. We understand how complex issues affect workspaces. We're here to partner with you and KP Studio to ensure your project is both well-designed and cost efficient.

Florida Business Interiors is pleased to submit this response to your request for proposal. We look forward to helping you achieve an environmentally friendly, beautiful workspace that will be a proud addition to the County of Sumter.

Sincerely,

Andrea Ferrarini
Senior Account Manager
Florida Business Interiors



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THE VILLAGES - SUMTER COUNTY SERVICE CENTER RFP - FURNITURE PACKAGE



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Insurance Information

References

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Required Bid Documents



PART 6
EXHIBITS
Furniture Package for The Villages Sumter County Service Center
Exhibit A
Proposal Form

To: Bradley Arnold, County Administrator
910 N. Main Street, Bushnell, FL 33513
Telephone: (352) 793-0200
Fax: (352) 793-0207

Re: RFP # 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center Furniture Package

Dear Mr. Arnold:

1. Having carefully examined all the drawings and specifications prepared by KP Studio Architect, for each of the projects listed above:

And being familiar with the premises affecting the work, the undersigned proposes and hereby agrees to furnish all labor and material and to perform all work in accordance with said documents for the Lump Sum Amount of:

Package A
Two hundred thirty three thousand and three hundred and five cents
** includes All old panels for shelving (BC)*
Dollars (\$ 233,034.54)

2. The construction period shall be agreed to as indicated by project, by calendar days, from Notice to Proceed to substantial completion for issuance of Building Certificate of Occupancy. Weather delays will be given where such delays exceed published national weather service norms for the same period, per the terms of the contract documents.
- A) Sumter County The Villages Sumter County Service Center -- 90 days base on a phase delivery of furniture
3. In submitting this Proposal, it is understood that the right is reserved by the Board of Sumter County Commissioners to reject any and all proposals.
4. The Furniture Contractor hereby acknowledges the receipt of Addenda No. 1 and 2 issued during the proposal period and certifies their inclusion in the proposal. (Indicate "NONE" if no addendums were received).
5. The Undersigned agrees that this proposal will hold good for sixty (60) days from due date.
6. All request for information (RFI's) will be sent to Mrs. Amanda Taylor for response.

Date: 8/17/10

Florida Business Interiors, Inc.
Furniture Contractor
By: [Signature]
Title: President
Telephone: 407-805-9911
Address: 940 W. Winston Park Point
Lake Mary, FL 32746

This document must be completed and returned with your Submittal.

**VILLAGES SUMTER COUNTY SERVICE CENTER
RFP 169-0-2010/AT FURNITURE PACKAGE
FORM 311
PREPARED BY FDM**

First Floor Furniture Count		OPTION A		
Room # & Name	Count	Furniture Item TAG	Unit Rate	Bid Amt
Covered Employee Rear Entrance	8	CH-05	379	3032
	4	TB-06	960	3840
Main Lobby (Entrance-Grand Foyer)	1	CH-01	231.41	231.41
	1	CH-02	150.48	150.48
101 Sheriff		EXISTING TO BE UTILIZED	n/a	n/a
102 Multi-task room	24	CH-01	231.41	5553.84
	12	TB-03	294.99	3539.88
103 Storage		NONE	n/a	n/a
104 Break Room	6	CH-03	131.09	786.54
	4	CH-04	236.35	945.4
	1	TB-04	233.07	233.07
	1	TB-05	252.85	252.85
105 Lobby	2	CH-02	150.48	300.96
	1	TB-02	350	350
106 Office		EXISTING TO BE UTILIZED	n/a	n/a
107 Files		EXISTING TO BE UTILIZED	n/a	n/a
108 Office		EXISTING TO BE UTILIZED	n/a	n/a
109 Files		EXISTING TO BE UTILIZED	n/a	n/a
110 Conference Room	1	TB-01	584.26	584.26
	8	CH-01	231.41	1851.12
115 Lobby	10	CH-02	150.48	1504.8
Lobby A	16	CH-02	150.48	2407.68
	4	TB-02	350	1400
Lobby B	14	CH-02	150.48	2106.72
116 Office		EXISTING TO BE UTILIZED	n/a	n/a
117 Conference Room	8	CH-06	259.33	2074.64
	1	TB-01	584.26	584.26
118 Files - MOVE TRACK FILE SYSTEM		RELOCATE EXISTING	n/a	n/a
119 Office		EXISTING TO BE UTILIZED	n/a	n/a
120 Office		EXISTING TO BE UTILIZED	n/a	n/a
121 Office		EXISTING TO BE UTILIZED	n/a	n/a
122 Office		EXISTING TO BE UTILIZED	n/a	n/a
123 Files		EXISTING TO BE UTILIZED	n/a	n/a
124 Office		EXISTING TO BE UTILIZED	n/a	n/a
125 Office		EXISTING TO BE UTILIZED	n/a	n/a
126 Office		EXISTING TO BE UTILIZED	n/a	n/a
127 Office		EXISTING TO BE UTILIZED	n/a	n/a
128 Office		EXISTING TO BE UTILIZED	n/a	n/a
129 Files		EXISTING TO BE UTILIZED	n/a	n/a
136 Data Room		NONE	n/a	n/a
137 Files		TO BE MOVED BY OTHERS	n/a	n/a
138 Office		EXISTING TO BE UTILIZED	n/a	n/a
140 Lobby	2	CH-02	150.48	300.96
	1	TB-02	350	350
141 Office		EXISTING TO BE UTILIZED	n/a	n/a
142 Office		EXISTING TO BE UTILIZED	n/a	n/a
143 Office		EXISTING TO BE UTILIZED	n/a	n/a
144 Office		EXISTING TO BE UTILIZED	n/a	n/a
145 Lobby	2	CH-02	150.48	300.96
	1	TB-02	350	350
Continued on next page				

Room # & Name	Count	Furniture Item	Unit Rate	Bid Amt
146 Office		EXISTING TO BE UTILIZED	n/a	n/a
147 Files		TO BE MOVED BY OTHERS	n/a	n/a
148 Data Room		NONE	n/a	n/a
	5	WS-01A	n/a	n/a
	4	WS-01B	n/a	n/a
	4	WS-01C	n/a	n/a
	1	WS-01D	n/a	n/a
	1	WS-04	n/a	n/a
	2	WS-05	n/a	n/a
	5	WS-08	n/a	n/a
	1	WS-09	n/a	n/a
Library Facility				
100 Library Entrance	1	BN-01	748	748
150 Friends of the Library		EXISTING TO BE UTILIZED	n/a	n/a
151 Work Room	6	CH-01	231.41	231.41
152 Office		NONE	n/a	n/a
153 Teen Lounge	4	CH-11	Item deleted per Sumter County	n/a
	6	CH-12	97.54	585.24
	4	CH-15	97.54	390.16
	3	TB-12	263.18	789.54
	4	TB-13	263.18	1052.72
	1	DC-03	Item deleted per Sumter County	n/a
Teen Area	8	CH-13	254.14	2033.12
	15	BC-13	320.68	4810.2
	7	BC-14	186.69	1306.83
	4	OT-2 DELETE PER DOUG	n/a	n/a
154 Open Office	8	VENDOR TO MOVE 8 WORKS STATIONS FROM BUSHNELL TO NEW SERVICE CENTER		
156 Office		EXISTING TO BE UTILIZED	n/a	n/a
Circulation Desk	4	BT-01	565.88	2263.52
	6	CH-01	231.41	1388.46
	2	DC-01	Item deleted per Sumter County	n/a
Paperback/Audio/Video	2	BC-05	213.64	427.28
	8	BC-06	487.22	3897.76
	10	BC-07	425.23	4252.3
	18	BC-09	318.94	5740.92
Computer Area	21	CH-07	148.24	3113.04
Reading/Magazine Area	5	BC-11	349.55	1747.75
	3	CH-08	580	1740
	1	TB-08	547.09	547.09
Study Room A and B	4	BC-03	197.3	2564.9
	8	CH-07	148.24	1185.92
	2	TB-07	389.77	779.54
Reading Area	16	CH-07	148.24	2371.84
	2	CH-08	580	1160
	4	TB-07	389.77	1559.08
	1	TB-08	547.09	547.09
Reading Stacks	6	BC-03	197.3	1183.8
	67	BC-09	318.94	21368.98
	3	BC-10	97.35	292.05
Ready Reference	2	CH-01	231.41	462.82
	2	BT-01	565.88	1131.76
Ready Reference Stacks	6	BC-08	244.32	1465.92
	10	BC-12	279.09	2790.9
Library Garden	2	BN-03	1100	2200
	6	CH-14	420	2520
	2	TB-14	289	578
Info Desk	2	CH-01	231.41	462.82
	1	CH-07	148.24	148.24
Self Checkout	2	BC-04	377.27	754.54
	2	CH-07	148.24	296.48
New Materials	3	BC-03	197.3	591.9
	4	CH-08	580	2320
Reduce Qty from 9 to 3	9	DC-02	1600	4800
	1	TB-08	547.09	547.09

Room # & Name	Count	Furniture Item	Unit Rate	Bid Amt
Break Room	4	CH-03	131.09	524.36
	2	TB-05	252.85	505.7
Childrens Area	12	CH-09	94.2	1130.4
	14	CH-10	88.64	1240.96
	6	TB-09	197.83	1186.98
	2	TB-10	192.69	385.38
	3	TB-11	196.97	590.91
	1	ST-01	192	192
	3	ST-02	353	1059
Childrens Stacks	14	BC-01	200.41	2805.74
	27	BC-02	279.8	7554.6
	4	BD-01	90	360
	3	BD-02	586	1758
	2	BD-03	316	632
	1	BN-04	448	448
	3	CH-08	580	1740
	8	OT-01	440	3520
	1	TB-08	547.09	547.08
	1000	BOOK SUPPORTS	10	10000
Second Floor Furniture Count				
200 Lobby	2	CH-02	150.48	300.96
	1	TB-02	350	350
201, 202, 203, 204, 205	5	CH-16	366.12	1830.6
Commissioner's Offices	10	CH-17	278.46	2784.6
	5	DK-01	1716.1	8580.5
206 Office		NONE	n/a	n/a
207 Work Room		EXISTING TO BE UTILIZED	n/a	n/a
208 Conference Room	10	CH-06	259.33	2593.33
	1	TB-15	714.72	714.72
209 Office		EXISTING TO BE UTILIZED	n/a	n/a
210 Office		EXISTING TO BE UTILIZED	n/a	n/a
211 Office		EXISTING TO BE UTILIZED	n/a	n/a
212 Supply		NONE	n/a	n/a
213 Break Rom		NONE	n/a	n/a
214 Files		NONE	n/a	n/a
215 Office		EXISTING TO BE UTILIZED	n/a	n/a
216 Office		EXISTING TO BE UTILIZED	n/a	n/a
217 Office		EXISTING TO BE UTILIZED	n/a	n/a
218 Office		EXISTING TO BE UTILIZED	n/a	n/a
219 Office		EXISTING TO BE UTILIZED	n/a	n/a
220 Office		NONE	n/a	n/a
221 File Room		NONE	n/a	n/a
222 Work Room		NONE	n/a	n/a
223 Mail Room		NONE	n/a	n/a
SECOND FLOOR WORK STATIONS	2	WK-06 Work Station	Exclude from this bid	
SECOND FLOOR WORK STATION	1	WK-07 Work Station		
SECOND FLOOR WORK STATION	1	WK-10 Work Station		
THE END				
OPTIONS				
Wood Veneer End Panels	118	lumber core	126.82	14964.76
Wood Veneer Slated End Panels	9	lumber core	259	2331
Canopy Top	67		102.97	6898.99
paperback shelving	25		36.36	909
FREIGHT	1		5855.56	5855.56
DELIVERY & INSTALLATION	1		25,000	25,000

**PART 6
EXHIBITS
Furniture Package for The Villages Sumter County Service Center
Exhibit A
Proposal Form**

To: Bradley Arnold, County Administrator
910 N. Main Street, Bushnell, FL 33513
Telephone: (352) 793-0200
Fax: (352) 793-0207

Re: RFP # 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center Furniture Package

Dear Mr. Arnold:

1. Having carefully examined all the drawings and specifications prepared by KP Studio Architect, for each of the projects listed above:
And being familiar with the premises affecting the work, the undersigned proposes and hereby agrees to furnish all labor and material and to perform all work in accordance with said documents for the Lump Sum Amount of: Package B

Two hundred ten thousand six hundred and Dollars (\$ 210,605.64)
five dollars and 64 cents * includes ALL end panels for shelving (BC)

2. The construction period shall be agreed to as indicated by project, by calendar days, from Notice to Proceed to substantial completion for issuance of Building Certificate of Occupancy. Weather delays will be given where such delays exceed published national weather service norms for the same period, per the terms of the contract documents.
 - A) Sumter County The Villages Sumter County Service Center – 90 days base on a phase delivery of furniture
3. In submitting this Proposal, it is understood that the right is reserved by the Board of Sumter County Commissioners to reject any and all proposals.
4. The Furniture Contractor hereby acknowledges the receipt of Addenda No. None issued during the proposal period and certifies their inclusion in the proposal. (Indicate "NONE" if no addendums were received).
5. The Undersigned agrees that this proposal will hold good for sixty (60) days from due date.
6. All request for information (RFI's) will be sent to Mrs. Amanda Taylor for response.

Date: 8/17/10

Florida Business Interiors, Inc.

Furniture Contractor
By: Leslie Bahr
Title: President

Telephone: 407-805-9911
Address: 940 Williston Park Point
Lake Mary, FL 32746

This document must be completed and returned with your Submittal.

VILLAGES SUMTER COUNTY SERVICE CENTER
RFP 169-0-2010/AT FURNITURE PACKAGE
FORM 311
PREPARED BY FDM

First Floor Furniture Count		OPTION B		
Room # & Name	Count	Furniture Item TAG	Unit Rate	Bid Amt
Covered Employee Rear Entrance	8	CH-05	379	3032
	4	TB-06	960	3840
Main Lobby (Entrance-Grand Foyer)	1	CH-01	178.2	178.2
	1	CH-02	94.68	94.68
101 Sheriff		EXISTING TO BE UTILIZED	n/a	n/a
102 Multi-task room	24	CH-01	178.2	4276.8
	12	TB-03	244.93	2939.16
103 Storage		NONE	n/a	n/a
104 Break Room	6	CH-03	46.44	278.64
	4	CH-04	112.32	449.28
	1	TB-04	245.74	245.74
	1	TB-05	231.02	231.02
105 Lobby	2	CH-02	94.68	189.36
	1	TB-02	350	350
106 Office		EXISTING TO BE UTILIZED	n/a	n/a
107 Files		EXISTING TO BE UTILIZED	n/a	n/a
108 Office		EXISTING TO BE UTILIZED	n/a	n/a
109 Files		EXISTING TO BE UTILIZED	n/a	n/a
110 Conference Room	1	TB-01	584.26	584.26
	8	CH-01	178.2	1425.6
115 Lobby	10	CH-02	94.68	946.8
Lobby A	16	CH-02	94.68	1514.88
	4	TB-02	350	1400
Lobby B	14	CH-02	94.68	1325.52
116 Office		EXISTING TO BE UTILIZED	n/a	n/a
117 Conference Room	8	CH-06	180	1440
	1	TB-01	584.26	584.26
118 Files - MOVE TRACK FILE SYSTEM		RELOCATE EXISTING	n/a	n/a
119 Office		EXISTING TO BE UTILIZED	n/a	n/a
120 Office		EXISTING TO BE UTILIZED	n/a	n/a
121 Office		EXISTING TO BE UTILIZED	n/a	n/a
122 Office		EXISTING TO BE UTILIZED	n/a	n/a
123 Files		EXISTING TO BE UTILIZED	n/a	n/a
124 Office		EXISTING TO BE UTILIZED	n/a	n/a
125 Office		EXISTING TO BE UTILIZED	n/a	n/a
126 Office		EXISTING TO BE UTILIZED	n/a	n/a
127 Office		EXISTING TO BE UTILIZED	n/a	n/a
128 Office		EXISTING TO BE UTILIZED	n/a	n/a
129 Files		EXISTING TO BE UTILIZED	n/a	n/a
136 Data Room		NONE	n/a	n/a
137 Files		TO BE MOVED BY OTHERS	n/a	n/a
138 Office		EXISTING TO BE UTILIZED	n/a	n/a
140 Lobby	2	CH-02	94.68	189.36
	1	TB-02	350	350
141 Office		EXISTING TO BE UTILIZED	n/a	n/a
142 Office		EXISTING TO BE UTILIZED	n/a	n/a
143 Office		EXISTING TO BE UTILIZED	n/a	n/a
144 Office		EXISTING TO BE UTILIZED	n/a	n/a
145 Lobby	2	CH-02	94.68	189.36
	1	TB-02	350	350
Continued on next page				

Room # & Name	Count	Furniture Item	Unit Rate	Bid Amt
146 Office		EXISTING TO BE UTILIZED	n/a	n/a
147 Files		TO BE MOVED BY OTHERS	n/a	n/a
148 Data Room		NONE	n/a	n/a
	5	WS-01A	n/a	n/a
	4	WS-01B	n/a	n/a
	4	WS-01C	n/a	n/a
	1	WS-01D	n/a	n/a
	1	WS-04	n/a	n/a
	2	WS-05	n/a	n/a
	5	WS-08	n/a	n/a
	1	WS-09	n/a	n/a
Library Facility				
100 Library Entrance	1	BN-01	748	748
150 Friends of the Library		EXISTING TO BE UTILIZED	n/a	n/a
151 Work Room	6	CH-01	178.2	1069.2
152 Office		NONE	n/a	n/a
153 Teen Lounge	4	CH-11	Item deleted per Sumter County	n/a
	6	CH-12	97.54	585.24
	4	CH-15	97.54	390.16
	3	TB-12	228.84	686.52
	4	TB-13	245.74	982.96
	1	DC-03	Item deleted per Sumter County	n/a
Teen Area	8	CH-13	137.52	1100.16
	15	BC-13	322.97	4844.55
	7	BC-14	203.55	1424.85
	4	OT-2 DELETE PER DOUG	n/a	n/a
154 Open Office	8	VENDOR TO MOVE 8 WORKS STATIONS FROM BUSHNELL TO NEW SERVICE CENTER		
156 Office		EXISTING TO BE UTILIZED	n/a	n/a
Circulation Desk	4	BT-01	565.88	2263.52
	6	CH-01	178.2	1069.2
	2	DC-01	Item deleted per Sumter County	n/a
Paperback/Audio/Video	2	BC-05	180	360
	8	BC-06	377.44	3019.52
	10	BC-07	363.67	3636.7
	18	BC-09	321.39	5785.02
Computer Area	21	CH-07	148.24	3113.04
Reading/Magazine Area	5	BC-11	432.11	2160.55
	3	CH-08	580	1740
	1	TB-08	547.09	547.09
Study Room A and B	4	BC-03	180	720
	8	CH-07	148.24	1185.92
	2	TB-07	389.77	779.54
Reading Area	16	CH-07	148.24	2371.84
	2	CH-08	580	1160
	4	TB-07	389.77	1559.08
	1	TB-08	547.09	547.09
Reading Stacks	6	BC-03	180	1080
	67	BC-09	321.39	21533.13
	3	BC-10	87.86	263.58
Ready Reference	2	CH-01	178.2	356.4
	2	BT-01	565.88	1131.76
Ready Reference Stacks	6	BC-08	226.57	1359.42
	10	BC-12	279.09	2790.9
Library Garden	2	BN-03	1100	2200
	6	CH-14	420	2520
	2	TB-14	289	578
Info Desk	2	CH-01	178.2	356.4
	1	CH-07	148.24	148.24
Self Checkout	2	BC-04	342.32	684.64
	2	CH-07	148.24	296.48
New Materials	3	BC-03	180	540
	4	CH-08	580	2320
Reduce Qty from 9 to 3	9	DC-02	1600	4800
	1	TB-08	547.09	547.09

Room # & Name	Count	Furniture Item	Unit Rate	Bid Amt
Break Room	4	CH-03	46.44	185.76
	2	TB-05	231.02	462.04
Childrens Area	12	CH-09	94.2	1130.4
	14	CH-10	88.64	1240.96
	6	TB-09	197.83	1186.98
	2	TB-10	192.69	385.38
	3	TB-11	196.97	590.91
	1	ST-01	192	192
	3	ST-02	353	1059
Childrens Stacks	14	BC-01	200.41	2805.74
	27	BC-02	279.8	7554.6
	4	BD-01	90	360
	3	BD-02	586	1758
	2	BD-03	316	632
	1	BN-04	448	448
	3	CH-08	580	1740
	8	OT-01	440	3520
	1	TB-08	547.09	547.08
	1000	BOOK SUPPORTS	5	5000
Second Floor Furniture Count				
200 Lobby	2	CH-02	94.68	189.36
	1	TB-02	350	350
201, 202, 203, 204, 205	5	CH-16	366.12	1830.6
Commissioner's Offices	10	CH-17	278.46	2784.6
	5	DK-01	1716.1	8580.5
206 Office		NONE	n/a	n/a
207 Work Room		EXISTING TO BE UTILIZED	n/a	n/a
208 Conference Room	10	CH-06	180	1800
	1	TB-15	714.72	714.72
209 Office		EXISTING TO BE UTILIZED	n/a	n/a
210 Office		EXISTING TO BE UTILIZED	n/a	n/a
211 Office		EXISTING TO BE UTILIZED	n/a	n/a
212 Supply		NONE	n/a	n/a
213 Break Rom		NONE	n/a	n/a
214 Files		NONE	n/a	n/a
215 Office		EXISTING TO BE UTILIZED	n/a	n/a
216 Office		EXISTING TO BE UTILIZED	n/a	n/a
217 Office		EXISTING TO BE UTILIZED	n/a	n/a
218 Office		EXISTING TO BE UTILIZED	n/a	n/a
219 Office		EXISTING TO BE UTILIZED	n/a	n/a
220 Office		NONE	n/a	n/a
221 File Room		NONE	n/a	n/a
222 Work Room		NONE	n/a	n/a
223 Mail Room		NONE	n/a	n/a
SECOND FLOOR WORK STATIONS	2	WK-06 Work Station	Exclude from this bid	
SECOND FLOOR WORK STATION	1	WK-07 Work Station		
SECOND FLOOR WORK STATION	1	WK-10 Work Station		
THE END				
OPTIONS				
Laminate End Panels	102		133.44	13610.88
Laminate Slated End Panels	9		139.61	1256.49
Canopy Top	1		8546.06	8546.06
FREIGHT	1		2966.67	2966.67
DELIVERY & INSTALLATION	1		25,000	25,000

PROPOSER'S CERTIFICATION

Submit To: Sumter County Board of County Commissioners 910 North Main Street Bushnell, Florida, 33513 Phone 352-793-0200 Fax 352-793.0207		SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS REQUEST FOR PROPOSAL (RFP) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: August 23, 2010		DUE TIME: 10:00 AM	
		RFP # 169-0-2010/AT	
TITLE: RFP # 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center			
VENDOR NAME:		PHONE NUMBER:	
Florida Business Interiors, Inc.		407-805-9911	
VENDOR MAILING ADDRESS:		FAX NUMBER:	
940 Williston Park Point		407-805-9977	
CITY/STATE/ZIP:		E-MAIL ADDRESS:	
Lake Mary, FL 32746		lpatrick@4fbi.com	
<p>"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFP and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for assessment of liquidated damages claims. I further certify that the services will meet or exceed the RFP requirements. I, the undersigned, declare that I have carefully examined the RFP, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFP with any other Offeror and have not colluded with any Offerors or parties to an RFP whatsoever for any fraudulent purpose."</p>			
<u>n/a</u>	<u>n/a</u>	<u>n/a</u>	<u>n/a</u>
Addendum #	Addendum #	Addendum #	Addendum #
<p>"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFP for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFP and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFP, including but not limited to certification requirements. In conducting offers with an agency for Sumter County Board of County Commissioners (BOCC), respondent agrees that if this proposal is accepted, the respondent will convey, sell, assign, or transfer to the Sumter County BOCC all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the COUNTY. At the Sumter County BOCC discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."</p>			
<u>Lyndell Patrick</u> Authorized Agent Name, Title (Print)		<u>Lyndell Patrick</u> 8/17/10 Authorized Signature Date	
This form must be completed and returned with your Submittal			

STATEMENT OF TERMS AND CONDITIONS

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Proposal/Bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Proposals/Bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless Board of Sumter County Commissioners, and their elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damages, loss of expenses is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangible property including the loss or loss of use resulting there from and is caused in whole or in part by any negligent act or omission of the tenant.

PROHIBITION OF LOBBYING: During the black out period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposal, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the Board awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the Board, or any Board employee other than the Budget & Purchasing Manager. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposal (RFP) or Invitation to Bid (IBID) must be submitted in writing to the Board's Budget & Purchasing Manager.

ANTI TRUST LAWS: By submission of a signed RFP or BID, the successful Vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the Boards at the time of the RFP or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFP/BID Contract Documents. Any inquiry or request for interpretation received by the Budget & Purchasing Manager before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposal/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFP/BID opening date. Each Vendor shall acknowledge receipt of such addenda or addendum in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFP/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFP's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFP/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFP's/BID's received. The Board and/or his CONSULTANT do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposal/Bid Documents, it is understood that the quantities may be increased or diminished as provided herein without in any way dating any of the unit or lump sum prices bid.

ERRING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFP's/BID's, will be available for public inspection ten days after opening of the RFP's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. Any person wishing to view the RFP's/BID's must make an appointment by calling the Budget & Purchasing Manager at (352) 793-0200. All RFP's/BID's submitted in response to this solicitation become the property of the Board. Unless information submitted is proprietary, copy written, trademarked, or patented, the Board reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/BID, in its best interest.

TAXES: The Board of Sumter County Commissioners is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFP/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the work for which their RFP/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFP/BID price or the RFP/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the Boards to vendors is based on the recipient's specific request and application to DemandStar by Onvia at www.DemandStar.com (800) 711-1712 or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

OWNERSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFP/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the Board. Reference to literature submitted with a previous RFP/BID will not relieve the Bidder from including any required documents with this RFP/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONTRACTOR will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The Budget & Purchasing Manager will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

BOARD OF SUMTER COUNTY COMMISSIONERS, are political subdivisions of the State of Florida, and reserve the right to reject any and/or all submittals, reserve the right to waive any informalities or irregularities in the examination process, and reserve the right to award contracts and/or in the best interest of the Boards. Submittals not meeting stated minimum terms and qualifications may be rejected by the Boards as non-responsive. The Boards reserve the right to reject any or all submittals without cause. The Boards reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the Boards, or who has failed to perform faithfully any previous contract with the Boards or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFP/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the Boards.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFP/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as" must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFP/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFP/BID must be submitted. The Proposer/Bidder shall state in the RFP/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFP/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of this RFP/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFP identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the Boards' intent to select a vendor within sixty (60) calendar days of the deadline for receipt of Proposals/Bids. However, Proposals/Bids must be firm and valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFP/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the Boards may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The Boards reserve the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The Boards shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFP/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the Boards' representative (Budget & Purchasing Manager). All work will proceed in a timely manner without delays. The Contractor shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"): The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract - services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor's approval - without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Budget & Purchasing Manager. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc). Proposers/Bidders are required to use the official RFP/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFP/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a proposal/bid. RFP/BID FORM documents for this project are free of charge and are available on-line and are downloadable (vendor must pay any DemandStar fees or any shipping).

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/BID specification for any item(s). If RFP's/BID's are based on equivalent products, indicate on the RFP/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFP/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP's/BID's which do not comply with these requirements are subject to rejection. RFP's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFP/BID FORM. The Budget & Purchasing Manager is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the Boards unless evidenced by a Change Notice issued and signed by the Budget & Purchasing Manager, or designated representative.

QUANTITIES: The quantities as specified in this RFP/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFP/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the Boards within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original Board format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:

Lyndell Patrick
(Signature and Date)

Lyndell Patrick

This document must be completed and returned with your Submittal

STATEMENT OF FURNITURE CONTRACTOR'S EXPERIENCE AND PERSONNEL

This document must be completed and returned with your Submittal.

(Furniture Contractor may also provide any supplemental company or personnel information that will assist the Selection Committee in evaluating your proposal).

FURNITURE CONTRACTOR: Florida Business Interiors, Inc.

DATE: 8/18/10

1. How many years has your organization been in business as a furniture contractor under your present business name? 18 years

2. List all previous business names of your organization:
none

3. How many years experience in furniture contracting? 18 years
Furniture Contractor 18 years Subcontractor 18 years

4. List all officers and directors of your organization:

NAME	POSITION/TITLE
<u>Lyndell Patrick</u>	<u>President / Treasurer</u>
<u>Dennis Bowman</u>	<u>Vice President / Secretary</u>

5. Have you ever failed to complete any work awarded to you in the last 3 years?
Yes No X. If yes, where and why?

EXPERIENCE

1. Describe any experience of the principal individuals (Supervisor, etc.) who are responsible for the actual furniture contracting work of your organization. (Note: Foremen, Superintendents shall read, write, and speak English)

see proposal - our team
Name _____ Position _____

SENIOR MANAGEMENT PAGE

LYN PATRICK

PRESIDENT

17 years experience in the contract furniture industry. Lead responsibilities: administration and finance.

DENNIS BOWMAN

VP- SALES & MARKETING

Principal and co-founder. 25 years industry experience. Lead responsibilities: sales, marketing, and community relations.

DAVE O'BRYAN

VP SALES-FLOORING

12 years industry experience including working as a manufacturer's representative. Lead responsibilities: sales and management.

SID MILLER

VP OPERATIONS

30 years experience in customer service, operations and project management.

Type of Work _____ Yrs. Experience _____ Yrs. With Firm _____

Name see proposal our team _____
Position _____

Type of Work _____ Yrs. Experience _____ Yrs. With Firm _____

Name see proposal - our team _____
Position _____

Type of Work _____ Yrs. Experience _____ Yrs. With Firm _____

Name see proposal - our team _____
Position _____

Type of Work _____ Yrs. Experience _____ Yrs. With Firm _____

Name see proposal - our team _____
Position _____

Type of Work _____ Yrs. Experience _____ Yrs. With Firm _____

2. List/describe five (5) construction contracts that you currently have or have recently completed.

Project <u>see attached</u>		Location _____
Date _____	Contract Amount _____	
Project Architect Contact Name and Phone Number _____		
Owner's Contact Name and Phone Number _____		

Project <u>see attached</u>		Location _____
Date _____	Contract Amount _____	
Project Architect Contact Name and Phone Number _____		
Contact Name and Phone Number _____		

Project <u>see attached</u>	Location _____
Date _____	Contract Amount _____
Project Architect Contact Name and Phone Number _____	
Contact Name and Phone Number _____	

Project <u>see attached</u>	Location _____
Date _____	Contract Amount _____
Project Architect Contact Name and Phone Number _____	
Contact Name and Phone Number _____	

Project <u>see attached</u>	Location _____
Date _____	Contract Amount _____
Project Architect Contact Name and Phone Number _____	
Contact Name and Phone Number _____	

FURNITURE CONTRACTOR'S AFFIDAVIT

State of Florida _____
 County of Seminole

Lyndell Patrick

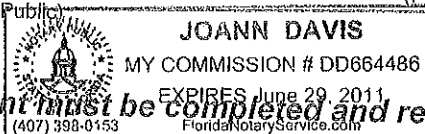
Before me personally appeared LYNDELL PATRICK who is (title) PRESIDENT of (the company described herein) FLORIDA BUSINESS INTL. being duly sworn, deposes and say that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and, that the statements and answers to the foregoing experience questionnaire are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive, or fraudulent statements of this application constitutes fraud; and, agrees to furnish any pertinent information requested by The Sumter County Board of County Commissioner deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

Personally Known ☒ or Produced Identification _____
 Sworn to and subscribed before me this 17th day of AUGUST, 2010

Joann Davis
 NOTARY PUBLIC - STATE OF FLORIDA
 (Signature of Notary Public)

JOANN DAVIS
 (Print Name of Notary Public)

(seal)



This document must be completed and returned with your Submittal.

<u>Project Name:</u>	<u>Scope of Work:</u>	<u>Dollar Amount:</u>	<u>Contact Person:</u>
1. Reunion Grande Hotel Won Subcontractor of Year	Carpet, VCT, Wood, Ceramic Won: Subcontractor of the year ABC 2007	\$4,200,000.00	Turner Construction: Chuck Brandt 407.210.2500
2. The Vue Lake Eola	Ceramic, Stone, Wood, and Carpet	\$5,300,000.00	Turner Construction: Richard Hayden 407.210.2500
3. Lively Performing Arts	Wood stage, Seating, carpet, Stone, ceramic, Division 10 Won: ABC Eagle Award 2006	\$1,700,000.00	Balfour Beatty: Matt Reinders 407.226.9819
4. AKL: WDWImaginerling	Carpet, VCT and Ceramic Won: ABC Eagle Award 2007	\$2,100,000.00	Balfour Beatty: Amy Ariko 407.226.9819
5. UCF Convocation	Carpet, VCT and Ceramic Division 10, Sports Floors, Stone, Seating	\$3,200,000.00	Balfour Beatty: John Parker 407.226.9819
6. SCC Altmonte Campus SCC Heathrow	Carpet, VCT and Ceramic Carpet, VCT and Ceramic Won: ABC Eagle Award 2007	\$740,000.00 \$780,000.00	Balfour Beatty: Rob Baker/VP 407.226.9819
7. University of Florida Stadium	Ceramic, Stone, Wood Gym Floors, Carpet, Division 10	\$3,200,000.00	Turner Construction: Tom Maurer 407.210.2500
8. Federal Courthouse	Ceramic, Stone, Carpet, Div. 10 Access Floors, Oper. Walls Project of Year: ABC 2007	\$4,100,000.00	Hensel Phelps: 407.856.6066
9. Colonial 9th Grade Center	Carpet, VCT and Ceramic	\$1,200,000.00	Skanska: John Guirges 407.467.5917
10. Winnie Palmer Hospital	Carpet, VCT and Ceramic	\$1,800,000.00	Robins and Morton: Johnny Sturkie 407.649.7979

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

Florida Business Intensors, Inc.
(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under proposal or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under proposal or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein."

[Signature]
Authorized Signature

8/17/10
Date Signed

State of: Florida

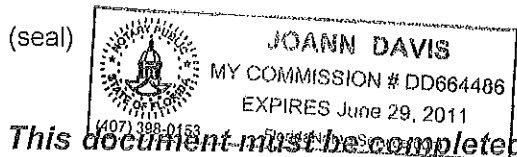
County of: Seminole

Sworn to and subscribed before me this 17th day of AUGUST, 2010

Personally known ✓ or Produced Identification _____
(Specify Type of Identification)

[Signature]
Signature of Notary

My Commission Expires 6-29-11



This document must be completed and returned with your Submittal.

This document must be completed and returned with your Submittal
DISCLOSURE OF SUBCONTRACTORS, SUBCONSULTANTS AND SUPPLIERS

A COPY OF THE SUBCONTRACTOR'S LICENSE INFORMATION MUST BE SUBMITTED WITH THE RFP, IN ORDER FOR SUMTER COUNTY TO VERIFY THAT THE SUBCONTRACTORS ARE IN FACT LICENSED TO PERFORM THEIR TRADE SCOPE OF WORK. PLEASE PROVIDE THE TYPE OF WORK THE SUBCONTRACTOR WILL BE COMPLETING ALONG WITH THEIR FURNITURE CONTRACTOR'S LICENSE NUMBER. EACH PROPOSAL WILL BE RANKED IN PART BY THE SUBCONTRACTORS LISTED; THE FURNITURE CONTRACTOR WILL NOT BE ALLOWED TO CHANGE A SUB WITHOUT THE WRITTEN APPROVAL OF SUMTER COUNTY. FAILURE TO PROVIDE A COMPLETE SUBCONTRACTOR LIST FOR ALL TRADES WILL ADVERSELY IMPACT THE CRITERIA SCORE.

Name of Firm Submitting Proposal:

Florida Business Interiors, Inc.
 (Print or Type)

Name of Person Submitting Proposal:

Andrea Ferrarini
 (Print or Type)

Please list all Subcontractors, or Material \ Equipment Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency: Haworth
 Address: Holland, MI
 Telephone: _____
 Furniture Contractor's License number & Trade: _____
 Contact Name / Title: Mike Furnaei - 813.817.4614

Name of Firm or Agency: FIRST OFFICE FURNITURE
 Address: 1204 E. Sixth Street, Huntington IN
 Telephone: _____
 Furniture Contractor's License number & Trade: _____
 Contact Name / Title: Mark Shore - 407.774.7785

Name of Firm or Agency: Sit On It Seating
 Address: 6415 Katella Ave #200 Cypress, CA
 Telephone: _____
 Furniture Contractor's License number & Trade: _____
 Contact Name / Title: Mark Shore - 407.774.7785

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Name of Firm Submitting Proposal:

Florida Business Interiors, Inc.
 (Print or Type)

Name of Person Submitting Proposal:

Andrea Ferrarini
 (Print or Type)

Please list all Subcontractors, or Material \ Equipment Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency: Fixtures Furniture
 Address: _____
 Telephone: _____
 Furniture Contractor's License number & Trade: _____
 Contact Name / Title: Pat Brennan . 813. 907. 6502

Name of Firm or Agency: TESCO
 Address: 1035 E Hacienda, Bellville, TX 7741
 Telephone: 800. 699. 5824
 Furniture Contractor's License number & Trade: _____
 Contact Name / Title: Shirley Blisawski 800. 699. 5824
 Ex: 110

Name of Firm or Agency: Spa & Sauna
 Address: 1300 Bellevue Street
 Telephone: 1 800. 432. 1230
 Furniture Contractor's License number & Trade: _____
 Contact Name / Title: Don Nienhuis 407 328. 0688

This document must be completed and returned with your Submittal

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Name of Firm Submitting Proposal:

(Print or Type)

Name of Person Submitting Proposal:

(Print or Type)

Please list all Subcontractors, or Material \ Equipment Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency:

Address:

Telephone:

Furniture Contractor's License number & Trade:

Contact Name / Title: Sani Paninski 800. 469. 1592

Name of Firm or Agency:

Address:

Telephone:

Furniture Contractor's License number & Trade:

Contact Name / Title:

Name of Firm or Agency:

Address:

Telephone:

Furniture Contractor's License number & Trade:

Contact Name / Title: Mark Shaw 407. 774. 7785

This document must be completed and returned with your Submittal



Florida Business Interiors





OUR STORY...

Florida Business Interiors is located in Lake Mary FL, and was incorporated in the State of Florida in 1992. The company is owned by Lyndell Patrick and Dennis Bowman, and has 65 full time employees. Both owners are active in the day to day operation of the dealership and the community. The owners have over 40 years of combined experience in the office furniture industry and 60 years of overall business experience.

FBI has a diverse and creative staff comprised of furniture and flooring salespeople, interior designers, project managers, customer service representatives and installation technicians. FBI prides itself on having a full service organization. This team gives FBI the ability to offer unmatched professional services to the Central Florida marketplace.

FBI has been a Haworth Furniture Dealer since inception. The partnership has proven to be a winning combination. Since 1995 , FBI has achieved Haworth's highest dealer status, becoming the only preferred Haworth Dealer in Central Florida. FBI has been the largest Dealer in the Central Florida area 5 years in a row and has been one of Haworth's 10 largest volume locations in North America.

FBI's growth speaks for itself, our sales have grown from 3 million in 1993 to \$35 million in 2009. In addition to Haworth we also have great relationships with several other manufacturers including industry leaders - Hon, Artopex, Stylex, First Office and OFS. In addition to Haworth and its portfolio of products FBI represents 150 additional office furniture manufacturers.

In 2003, FBI moved into their new 48,000 facility in the fast growing Orlando suburb of Lake Mary. This facility houses 16,000 square feet of working showroom and 32,000 square feet of warehouse. The facility showcases the latest in office interiors products including raised flooring, modular walls, sound masking, multiple workstation solutions, seating and flooring solutions.

Florida Business Interiors is a full service, office environment resource, committed to fulfilling our client's needs through knowledge, experience, honesty, integrity, superior service and value.

Our goal is to exceed our customers expectations by providing on-time, error free performance.





OUR SERVICES...

FURNITURE SERVICES

Florida Business Interiors is a full service office environment resource with a commitment to fulfilling the needs of our clients through knowledge, experience, integrity, superior service and value. Our objective is to exceed your expectations and provide on-time, error-free solutions from the initial design phase through to installation. In addition, we strive to treat every order as a priority, from day-to-day business to large projects across the country.

DESIGN SERVICES

Florida Business Interiors provides a wide spectrum of computer-aided design and technical services to our clients and design firms, such as FIT, with whom we partner. Our interior design team provides knowledge and expertise at every step to create a work environment that meets your functional and aesthetic needs. From space planning and design to specification and finish selection, your project will benefit from the creativity and problem-solving capability of our design team.

PROJECT COORDINATION

From start to finish, Florida Business Interiors will work with you to manage, schedule and coordinate your furniture order, delivery and installation. Our Project Managers will be involved in your project from start to finish working closely with your General Contractor and your internal facilities staff. Our Customer Service Staff will follow your order closely from order entry through to delivery and punch list to ensure that your product is received complete and everything goes as smoothly as possible. Our experienced team will ensure your project is completed on-time and within the budget.

INSTALLATION

Florida Business Interiors is proud of the fact that we have our own Installation and Service Team. Our installers are the best in the business with many years of experience. They are familiar with many different furniture manufacturers and customer satisfaction is their top priority. They understand the challenges you face as you embark on the process of changing your interior environment.

INVENTORY, WAREHOUSING AND ASSET MANAGEMENT

Florida Business Interiors can help you control your significant investment in office furniture with inventory tracking, warehousing, asset management and liquidation services if necessary. We provide up-to-date information on your inventory and its location and condition.





OUR TEAM...

Andrea Ferrarini

407.708.5917

Sales Consultant

Andrea has over 20 years of professional experience in sales, sales training and sales management. Highly skilled at understanding the needs of her clients and translating them into effective, affordable solutions, Andrea has become a valuable resource to her clients in the corporate, medical and education markets.

Amie Hanrahan

407.708.5918

Senior Designer

Amie began her career in design at Florida Business Interiors after graduating from the FIDER accredited Interior Design program at Florida State University in 1997. Through her experience working with many different customers and project types, she has honed her skills and has delivered many successful projects in Central Florida and across the country. Her expertise in creative space planning and innovative product and finish application earned Amie 2nd Place in the Haworth Great Spaces design contest in 2006.

Mark Clatterbuck

407.708.5921

Project Manager

One of our best installers from the beginning, Mark consistently strives for total customer satisfaction. In his 5 years as a Lead Installer, Mark demonstrated his ability to get the job done. Promoted to the position of Project Manager two years ago, he has risen to the challenge. His ability to manage projects in any location across the country has increased our value to many of our clients.

Julie Kully

407.708.5923

Customer Service Coordinator

Julie joined Florida Business Interiors in 2004, bringing with her over 20 years of customer service experience. With her focus on customer satisfaction and communication, Julie maximizes her ability to impact every customer relationship in a positive way.





OUR PROCESS...

Our Goal is to provide professional design service to our clients, both internal and external, while maintaining an open mind and providing solutions that are appropriate, functional and aesthetic. We achieve this by following the same process for every project.

Our Project Flow:

Information Gathering:

Analyze the customer's needs, goals & requirements:

- Budget
- Time Frame
- Expectations
- Critical Site Conditions or Dimensions
- Other Parameters (i.e. existing furniture to be reused)

Share Florida Business Interiors' Project Delivery Process with the customer

Identify architect/design firm for project; understand scope; request AutoCAD files and conduct field measurements

Florida Business Interiors will customize our design service to fit your requirements. While we are capable of designing your project from start to finish, we often work in partnership with architectural and interior design firms.

Preliminary Layout:

Adjacency Study

Block Planning

Programming

Standards Development

Integrate information gathered

Formulate preliminary design

Revisions, Selections & Planning:

Review preliminary designs with customer & incorporate feedback in revisions

Selection process for products & finishes

Review preliminary budgets

Identify & verify critical field measurements & site conditions

Review project details

- Timeline/Critical Dates
- Coordination with Trades & Other Contractors
- Purchasing/Ordering/Deposits/Invoicing
- Phasing
- Tagging





OUR PROCESS CONTINUED...

Final Drawing & Proposal Development:

- Take-off/Bill of Materials
- Detailed Specifications
- Spec Checks & Labor Estimates
- Haworth Orderline
- Team Design
- Proposal Presentation

Proposal

Purchase Order

Order Processing:

- Purchase Order Received
- Order Processed
- Acknowledgements Reviewed
- Pricing Verified
- Ship Dates Reviewed
- Manufacturer Coordination
- Work Together with Installation Coordinators

Logistics Management:

- Installation Planning
- Detailed Installation Schedule
- Manpower Allocation
- Coordination with Trades
- Delivery Management
- Truck Scheduling
- Receiving (On-site for large projects)

Installation:

- Staging (On-site for large projects)
- Removal of packaging, crating & debris
- Recycling (Cardboard, pallets, etc.)
- Furniture assembly & placement
- Walk-through
- Punch List
- Sign-Off

Post-Installation Service:

- Day-to-day service
- Maintenance program
- Warranty service
- End-user training





Furniture List





LOOSE FURNISHINGS

CH-01 Option A

Manufacturer: Haworth

Series: Look

Fabric: Grade A

Base: Black

Features: Mid-Back, Synchro-Tilt,
Pneumatic Seat Height Adjustment,
Seat Slider, Armless

Room :

Main Entrance

102-Multi-Task

110-Conference

151-Work

100-Circulation

100-Ready Reference

100-Info Desk

Total

Qty:

1

24

8

6

6

2

2

49



*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

CH-01 Option B

Manufacturer: Sit On It

Series:

Fabric: Grade A

Base: Black

Features: Mid-Back, Synchro-Tilt,
Pneumatic Seat Height Adjustment,
Armless

Room :

Main Entrance

102-Multi-Task

110-Conference

151-Work

100-Circulation

100-Ready Reference

100-Info Desk

Total

Qty:

1

24

8

6

6

2

2

49



*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

CH-02 Option A

Manufacturer: Haworth
Series: Improv
Fabric: Grade A
Base: Black
Features: 4-Leg Base, Stackable, Upholstered Shell, Armless

<u>Room :</u>	<u>Qty:</u>
Main Entrance	1
105-Lobby	2
115-Lobby	10
115-Lobby A	16
115-Lobby B	14
140-Lobby	2
145-Lobby	2
200-Lobby	2
<i>Total</i>	<i>49</i>



*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

CH-02 Option B

Manufacturer: Sit On It
Series: Freelance
Fabric: Grade A
Base: Black
Features: 4-Leg Base, Stackable, Upholstered Shell, Armless

<u>Room :</u>	<u>Qty:</u>
Main Entrance	1
105-Lobby	2
115-Lobby	10
115-Lobby A	16
115-Lobby B	14
140-Lobby	2
145-Lobby	2
200-Lobby	2
<i>Total</i>	<i>49</i>



*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

<u>CH-03 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	104-Break	6
Series: Improv	105-Break	4
Fabric: Grade A		
Base: Black		
Features: 4-Leg Base, Stackable, Poly Outer Shell, Armless		
	<i>Total</i>	<i>10</i>



*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

<u>CH-03 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Sit On It	104-Break	6
Series: On Call	105-Break	4
Fabric: N/A		
Base: Black		
Features: Sled Base, Stackable, Poly Seat & Back, Armless		

<i>Total</i>	<i>10</i>
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*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

<u>CH-04 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	104-Break	4
Series: Improv		
Fabric: Grade A		
Base: Black		
Features: 4-Leg Base, Stool, Poly Outer Shell, Armless		
<hr/>		
<i>Total</i>		<i>4</i>



*Note: Chair shown with arms - bid pricing is without arms;
Chairs shown with wood backs - bid pricing is with fabric backs





LOOSE FURNISHINGS

<u>CH-04 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Sit On It	104-Break	4
Series: On Call		
Fabric: N/A		
Base: Black		
Features: Sled Base, Stool, Poly Seat & Back, Armless		

	<i>Total</i>	4
--	--------------	---



*Note: Chair shown with arms - bid pricing is without arms;
Chairs shown with wood backs - bid pricing is with fabric backs





LOOSE FURNISHINGS

<u>CH-05</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Landscape Forms	Employee Entrance	8
Series: Wellspring		
Fabric: N/A		
Base: Teak		
Features: Armless Dining Chair		

<i>Total</i>	8
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LOOSE FURNISHINGS

CH-06 Option A

Manufacturer: Haworth

Series: Look

Fabric: Grade A

Base: Black

Features: Mid-Back, Synchro-Tilt,
Pneumatic Seat Height Adjustment,
Seat Slider, Fixed Arms

Room :

117-Conference

208-Conference

Qty:

8

10

Total

18





LOOSE FURNISHINGS

CH-06 Option B

Manufacturer: Sit On It

Series: Focus

Fabric: Grade A

Base: Black

Features: Mid-Back, Swivel-Tilt,
Pneumatic Seat Height Adjustment, Fixed
Arms

Room :

117-Conference

208-Conference

Qty:

8

10

Total

18





LOOSE FURNISHINGS

CH-07

Manufacturer: Tesco

Series: 108-18

Fabric: N/A

Base: All Wood

Features: Armless Study Chair

Room :

100-Computers

100-Study A & B

100-Reading Area

100-Info Desk

100-Self Checkout

Qty:

21

8

16

1

2

Total

48





LOOSE FURNISHINGS

<u>CH-08</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Carolina	100-Reading /Mag.	3
Series: Kanvas	100-Reading	2
Fabric: Grade 1	100-New Materials	4
Base:	100-Children’s Stacks	3
Features: Lounge Chair, Fully Upholstered		
	<i>Total</i>	<i>48</i>





LOOSE FURNISHINGS

<u>CH-09</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Fixtures	100-Childrens Area	12
Series: Bola		
Fabric: N/A		
Base:		
Features: Thermoplastic Seat & Back, Junior Size, Armless		

<i>Total</i>	12
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LOOSE FURNISHINGS

<u>CH-10</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Fixtures	100-Childrens Area	14
Series: Bola		
Fabric: N/A		
Base:		
Features: Thermoplastic Seat & Back, Baby Size, Armless		

<i>Total</i>	<i>14</i>
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LOOSE FURNISHINGS

<u>CH-12</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	153-Teen Lounge	6
Series: Look		
Fabric: Grade A		
Base:		
Features: Poly Back, Upholstered Seat, 4-Leg, Armless		

<i>Total</i>	<i>6</i>
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LOOSE FURNISHINGS

<u>CH-13 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	153-Teen Area	8
Series: Very		
Fabric: N/A		
Base:		
Features: Swivel Chair, Perforated Poly Back, Poly Seat, Low Profile Poly Base, 5" Height Adjustment		
<hr/> <i>Total</i>		8



*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

<u>CH-13 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Sit On It	153-Teen Area	8
Series: Volley		
Fabric: N/A		
Base:		
Features: Thermoplastic Seat & Back, 5-Star Base, Armless		

	<i>Total</i>	8
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*Note: Chair shown with arms - bid pricing is without arms





LOOSE FURNISHINGS

<u>CH-14</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Landscape Forms	100-Library Garden	6
Series: Wellspring		
Fabric: N/A		
Base: Teak		
Features: Dining Chair with Arms		

	<i>Total</i>	6
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LOOSE FURNISHINGS

<u>CH-15</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	153-Teen Lounge	4
Series: Look		
Fabric: Grade A		
Base:		
Features: Poly Back, Upholstered Seat, 4-Leg, Armless		

<i>Total</i>	4
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LOOSE FURNISHINGS

<u>CH-16</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Sit On It	201-Commissioner	1
Series: Glove	202-Commissioner	1
Fabric: Grade 1 Leather	203-Commissioner	1
Base: Black	204-Commissioner	1
Features: High Back Swivel, Knee Tilt Control, Ballistic Nylon (Outer Back Fabric), Loop Arms	205-Commissioner	1
<i>Total</i>		<i>5</i>





LOOSE FURNISHINGS

<u>CH-17</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	201-Commissioner	2
Series: Balance	202-Commissioner	2
Fabric: Grade 1	203-Commissioner	2
Base: Wood Frame - Specify Finish	204-Commissioner	2
Features: Side Chair, Wood Back, Upholstered Seat	205-Commissioner	2
<hr/>		
<i>Total</i>		<i>10</i>





LOOSE FURNISHINGS

<u>DK-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	201-Commissioner	1
Series: Quest	202-Commissioner	1
Fabric: N/A	203-Commissioner	1
Base: Wood Frame - Specify Finish	204-Commissioner	1
Features: Laminate U-Shape Desk , Full Pedestals, Hutch Storage (Wall Attached), Refer to Drawing for Details	205-Commissioner	1
<i>Total</i>		<i>5</i>



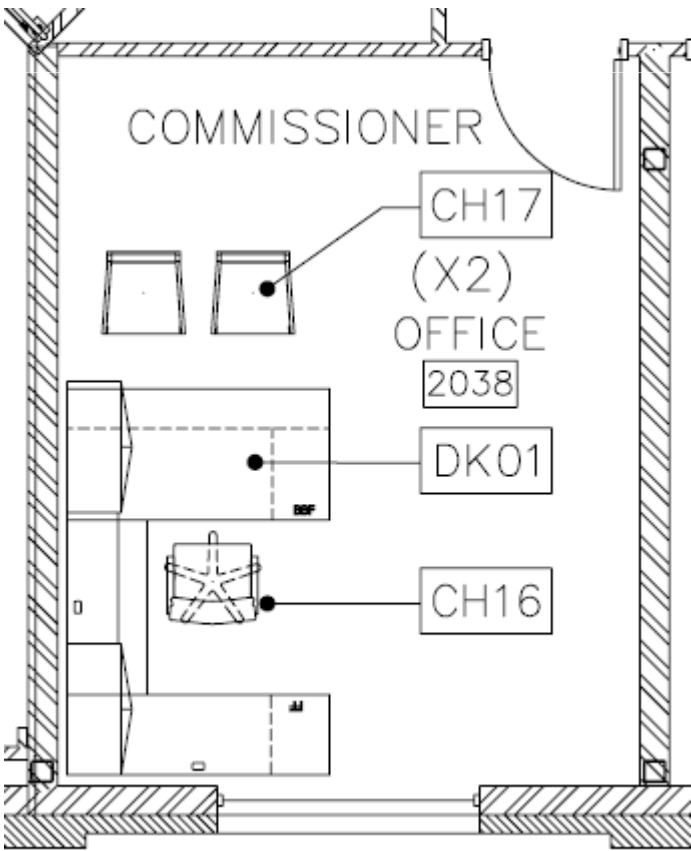
*Note: Photo representative of style/design.





LOOSE FURNISHINGS

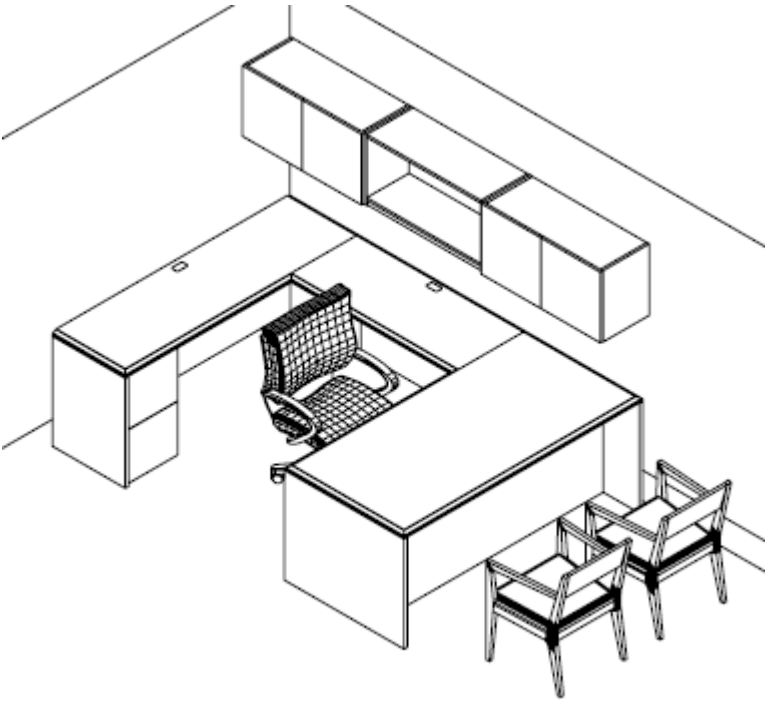
<u>DK-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	201-Commissioner	1
Series: Quest	202-Commissioner	1
Fabric: N/A	203-Commissioner	1
Base: Wood Frame - Specify Finish	204-Commissioner	1
Features: Laminate U-Shape Desk , Full Pedestals, Hutch Storage (Wall Attached), Refer to Drawing for Details	205-Commissioner	1
<i>Total</i>		<i>5</i>





LOOSE FURNISHINGS

<u>DK-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	201-Commissioner	1
Series: Quest	202-Commissioner	1
Fabric: N/A	203-Commissioner	1
Base: Wood Frame - Specify Finish	204-Commissioner	1
Features: Laminate U-Shape Desk , Full Pedestals, Hutch Storage (Wall Attached), Refer to Drawing for Details	205-Commissioner	1
<i>Total</i>		<i>5</i>





LOOSE FURNISHINGS

<u>TB-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	110-Conference	1
Series: Quest	117-Conference	1
Fabric: N/A		
Base:		
Features: Laminate Conference Table, 96" x 42" Rectangle, 2 Panel Bases		
<hr/>		
<i>Total</i>		<i>2</i>



*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-02</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Carolina	105-Lobby	1
Series: "O"	115-Lobby	4
Fabric: N/A	140-Lobby	1
Base:	145-Lobby	1
Features: 20" Dia. X 20"H Cylinder Occasional Table	200-Lobby	1
<hr/> <i>Total</i>		<i>8</i>



*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-03 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	102-Multi Task	12
Series: Planes		
Fabric: N/A		
Base:		
Features: Laminate Table, 24” x 72” Rectangle, T-Mold Edge, 6 Interior Legs		

	<i>Total</i>	12
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*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-03 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	102-Multi Task	12
Series: Applause		
Fabric: N/A		
Base:		
Features: Laminate Training Table, 72” x 24” Rectangle, 6 Orb Style Legs		

<i>Total</i>	<i>12</i>
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ORB
 AVAILABLE ON TRAINING TABLES
 36" AND 42" SQUARE OR ROUND TABLES

*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-04 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	104-Break	1
Series: Planes		
Fabric: N/A		
Base:		
Features: Laminate Table, 42” x 42” Square, T-Mold Edge, 4 Interior Legs		

<i>Total</i>	<i>1</i>
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*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-04 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	104-Break	1
Series: Applause		
Fabric: N/A		
Base:		
Features: Laminate Table, 42” x 42” Square, 4 Orb Style Legs		

<i>Total</i>	<i>1</i>
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ORB
AVAILABLE ON TRAINING TABLES
 36" AND 42" SQUARE OR ROUND TABLES

*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-05 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	104-Break	1
Series: Planes	100-Library Break	2
Fabric: N/A		
Base:		
Features: Laminate Table, 30” x 42” Square, T-Mold Edge, 4 Interior Legs		
	<i>Total</i>	3



*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-05 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	104-Break	1
Series: Applause	100-Library Break	2
Fabric: N/A		
Base:		
Features: Laminate Table, 30” x 42” Square, 4 Orb Style Legs		
	<i>Total</i>	3



ORB
AVAILABLE ON TRAINING TABLES
36" AND 42" SQUARE OR ROUND TABLES

*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-06</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Landscape Forms	Employee Entrance	4
Series: Wellspring		
Fabric: N/A		
Base: Teak		
Features: 48” Round Outdoor Dining Table, Freestanding Base		

	<i>Total</i>	4
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LOOSE FURNISHINGS

<u>TB-07</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Study A & B	2
Series: 108-18	100-Reading	4
Fabric: N/A		
Base: Teak		
Features: Study Table		

<i>Total</i>	<i>6</i>
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LOOSE FURNISHINGS

<u>TB-08</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	100-Reading/Mag.	1
Series: Scale	100-Reading Area	1
Fabric: N/A	100-New Materials	1
Base: Wood Frame - Specify Finish	100-Children’s Stacks	1
Features: 36” Dia. Magazine Table		
<hr/>		
<i>Total</i>		<i>4</i>





LOOSE FURNISHINGS

<u>TB-09</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Fixtures	100-Childrens Area	6
Series: Bola		
Fabric: N/A		
Base:		
Features: 30"W x 30"D Square Table, Baby Size (18"H)		

<i>Total</i>	6
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LOOSE FURNISHINGS

<u>TB-10</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Fixtures	100-Childrens Area	2
Series: Bola		
Fabric: N/A		
Base:		
Features: 30” Dia. Table, Baby Size (18”H)		

	<i>Total</i>	2
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LOOSE FURNISHINGS

<u>TB-11</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Fixtures	100-Childrens Area	3
Series: Bola		
Fabric: N/A		
Base:		
Features: 30” Dia. Table, Junior Size (21”H)		

<i>Total</i>	3
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LOOSE FURNISHINGS

<u>TB-12 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	153-Teen Lounge	4
Series: Planes		
Fabric: N/A		
Base:		
Features: 36” Dia. Laminate Table, T-Mold Edge, 4 Interior Legs		

<i>Total</i>	<i>4</i>
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*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-12 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	153-Teen Lounge	4
Series: Applause		
Fabric: N/A		
Base:		
Features: 36” Dia. Laminate Table, 4 Orb		
Style Legs		

<i>Total</i>	<i>4</i>
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ORB
AVAILABLE ON TRAINING TABLES
 36" AND 42" SQUARE OR ROUND TABLES

*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-13 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	153-Teen Lounge	3
Series: Planes		
Fabric: N/A		
Base:		
Features: Laminate Table, 36” x 36” Square, T-Mold Edge, 4 Interior Legs		

	<i>Total</i>	3
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*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-13 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	153-Teen Lounge	3
Series: Applause		
Fabric: N/A		
Base:		
Features: Laminate Table, 36” x 36” Square, 4 Orb Style Legs		
	<i>Total</i>	3



ORB
AVAILABLE ON TRAINING TABLES
36" AND 42" SQUARE OR ROUND TABLES

*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>TB-14</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Landscape Forms	100-Library Garden	2
Series: Wellspring		
Fabric: N/A		
Base: Teak		
Features: 22.5" X 22.5" Outdoor Side Table		

	<i>Total</i>	2
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LOOSE FURNISHINGS

<u>TB-15</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: First Office	208-Conference	1
Series: Quest		
Fabric: N/A		
Base:		
Features: Laminate Conference Table, 120" x 48" Rectangle, 3 Panel Bases		
<hr/>		
<i>Total</i>		<i>1</i>
<hr/>		



*Note: Photo representative of table style/design.





LOOSE FURNISHINGS

<u>OT-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Haworth	100-Children's Stacks	8
Series: SE04		
Fabric: Grade A		
Base:		
Features: Single Seat Square Bench, Aluminum Legs, 45.8"W x 20.5"D x 17.5"H		

<i>Total</i>	8
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LOOSE FURNISHINGS

<u>BN-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Community	100-Library Entrance	1
Series: Americana		
Fabric: N/A		
Base: Specify Finish		
Features: 3-Seat Bench, 72"W x 21.5"D x 34.75"H		

<i>Total</i>	<i>1</i>
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LOOSE FURNISHINGS

<u>BN-03</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Landscape Forms	100-Library Garden	2
Series: Wellspring		
Fabric: N/A		
Base: Teak		
Features: 3-Seat Outdoor Bench, 73”W x 25.75”D x 36”H		

	<i>Total</i>	2
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LOOSE FURNISHINGS

<u>BN-04</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Gaylord	100-Children's Stacks	1
Series:		
Fabric: Red Vinyl		
Base: Natural Birch		
Features: Back-to-Back Children's Bench with Large Book Storage in Center, Seats Up to 3 Children, 43"W x 38"D x 22"H		
	<i>Total</i>	<i>1</i>





LOOSE FURNISHINGS

<u>BT-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Circulation Desk	4
Series: 4375	100-Ready Reference	2
Fabric: N/A		
Base:		
Features: Double Face Book Truck, 6 Sloped Shelves, 36"W x 42"H x 18"D		

<i>Total</i>	<i>6</i>
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BOOKTRUCK, DOUBLE FACE, 4 SLOPE SHELVES, FLAT BOTTOM SHELF

Dimensions	with Bumpers	w/o Bumpers
WxHxD	Product #	Product #
36x42x18	4372-RB	4372



Book Truck
4375



BOOKTRUCK, DOUBLE FACE, 6 SLOPE SHELVES

Dimensions	with Bumpers	w/o Bumpers
WxHxD	Product #	Product #
36x42x18	4375-RB	4375



BOOKTRUCK, SINGLE FACE, 2 SLOPE SHELVES, FLAT BOTTOM SHELF

Dimensions	with Bumpers	w/o Bumpers
WxHxD	Product #	Product #
36x43x14	4371-RB	4371





LOOSE FURNISHINGS

<u>BD-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Gaylord	100-Children's Stacks	4
Series:		
Fabric: N/A		
Base: Baltic Birch		
Features: 3-Tier Book Display, Tot-Size, Tapered Frame, Double Faced, 24"W x 12"D x 24"H		
	<i>Total</i>	<i>4</i>





LOOSE FURNISHINGS

<u>BD-02</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Gaylord	100-Children's Stacks	3
Series:		
Fabric: N/A		
Base: Specify Finish		
Features: Children's Book Browser, Double-Faced, Top Bins, 36"W x 24"D x 30"H		
	<i>Total</i>	3



**MAR3624-85
Maple**



LOOSE FURNISHINGS

<u>BD-03</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Gaylord	100-Children's Stacks	2
Series:		
Fabric: N/A		
Base: Specify Finish		
Features: Children's Book Browser, Side Easel, Bottom Storage Shelf, Top Bins, 48"W x 24"D x 24"H		
	<i>Total</i>	2





LOOSE FURNISHINGS

<u>DC-02</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-New Materials	3
Series: 4384-333-212		
Fabric: N/A		
Base:		
Features: Display Case		

<i>Total</i>	<i>3</i>
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LOOSE FURNISHINGS

<u>ST-01</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Gaylord	100-Children's Area	1
Series:		
Fabric: N/A		
Base: Baltic Birch		
Features: Children's Storage Organizer, Double-Faced, 12 Clear Bins, 33"W x 14"D x 21"H		
	<i>Total</i>	<i>1</i>





LOOSE FURNISHINGS

<u>ST-02</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Gaylord	100-Children's Area	3
Series:		
Fabric: N/A		
Base: Birch		
Features: Children's Mobile Bookcase, Extra Deep Storage, Heavy-Duty Casters, 48"W x 17.5"D x 35"H		
<hr/>		
<i>Total</i>		3
<hr/>		





LOOSE FURNISHINGS

<u>BC-01 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Children’s Stacks	14
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Single Sided Bookcase, 36”W x 66”H		

<i>Total</i>	<i>14</i>
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Section	Qty	Code	Color	Description
P.1	9	X106612	0	S.F. STARTER 66 X 36 X 12
	2	B364166	0	S.F. UPRIGHT 66 X 12 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	1	B364009	0	BASE PLATE 36 in.
	5	B366093	0	STEEL SHELF WITH BOOKSTOP 36" X 12"
	10	B365030	0	SINGLE PLATE BRACKET 6 X 12 in.
	2	B365530	0	WOOD FLUSH BRACKET 3 X 12 in.
	4	B364232	0	STEEL SINGLE END PANEL FITTINGS
P.2	5	X116612	0	S.F. ADDER 66 X 36 X 12
	1	B364166	0	S.F. UPRIGHT 66 X 12 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	1	B364009	0	BASE PLATE 36 in.
	5	B366093	0	STEEL SHELF WITH BOOKSTOP 36" X 12"
	8	B365030	0	SINGLE PLATE BRACKET 6 X 12 in.
	1	B365031	0	DOUBLE PLATE BRACKET 6" HIGH 12 "
	1	B365530	0	WOOD FLUSH BRACKET 3 X 12 in.
P.3	10	X206609	0	D.F. STARTER 66 X 36 X 9/9
	2	B364268	0	D.F. UPRIGHT 66 X 9/ 9 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	10	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	20	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
	4	B365522	0	WOOD FLUSH BRACKET 9"
P.4	17	X216609	0	D.F. ADDER 66 X 36 X 9/9
	1	B364268	0	D.F. UPRIGHT 66 X 9/ 9 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	10	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	16	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	2	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "
	2	B365522	0	WOOD FLUSH BRACKET 9"
P.5	5	X108409	0	S.F. STARTER 84 X 36 X 9
	2	B364188	0	S.F. UPRIGHT 84 X 9 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	1	B364009	0	BASE PLATE 36 in.
	7	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	14	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364232	0	STEEL SINGLE END PANEL FITTINGS
P.6	8	X118409	0	S.F. ADDER 84 X 36 X 9
	1	B364188	0	S.F. UPRIGHT 84 X 9 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	1	B364009	0	BASE PLATE 36 in.
	7	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	12	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	1	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "

Section	Qty	Code	Color	Description
P.7	2	X208409	0	D.F. STARTER 84 X 36 X 9/9
	2	B364288	0	D.F. UPRIGHT 84 X 9/ 9 in.
	3	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	14	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	28	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
P.8	2	X108409	0	S.F. STARTER 84 X 36 X 9
	2	B364188	0	S.F. UPRIGHT 84 X 9 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	1	B364009	0	BASE PLATE 36 in.
	7	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	14	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364232	0	STEEL SINGLE END PANEL FITTINGS
P.9	1	X118409	0	S.F. ADDER 84 X 36 X 9
	1	B364188	0	S.F. UPRIGHT 84 X 9 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	1	B364009	0	BASE PLATE 36 in.
	7	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	12	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	1	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "
P.10	3	X206610	0	D.F. STARTER 66 X 36 X 10/10
	2	B364265	0	D.F. UPRIGHT 66 X 10/10 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	12	B366290	0	MULTI-PURPOSE SHELF 36" X 8" X 10"
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
	2	B364520	0	FLAT CARD HOLDER 3 x 5 in.
	4	B365525	0	WOOD FLUSH BRACKET 10"
P.11	5	X216610	0	D.F. ADDER 66 X 36 X 10/10
	1	B364265	0	D.F. UPRIGHT 66 X 10/10 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	12	B366290	0	MULTI-PURPOSE SHELF 36" X 8" X 10"
	2	B365525	0	WOOD FLUSH BRACKET 10"
P.12	2	X206609	0	D.F. STARTER 66 X 36 X 9/9
	2	B364268	0	D.F. UPRIGHT 66 X 9/ 9 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	12	B366733	0	DIVIDER SHELF 36 X 8 X 9 in.
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
	4	B365522	0	WOOD FLUSH BRACKET 9"
P.13	8	X216609	0	D.F. ADDER 66 X 36 X 9/9
	1	B364268	0	D.F. UPRIGHT 66 X 9/ 9 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	12	B366733	0	DIVIDER SHELF 36 X 8 X 9 in.
	2	B365522	0	WOOD FLUSH BRACKET 9"

Section	Qty	Code	Color	Description
P.14	1	X206609	0	D.F. STARTER 66 X 36 X 9/9
	2	B364268	0	D.F. UPRIGHT 66 X 9/ 9 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	10	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	20	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
	4	B365522	0	WOOD FLUSH BRACKET 9"
P.15	5	X216609	0	D.F. ADDER 66 X 36 X 9/9
	1	B364268	0	D.F. UPRIGHT 66 X 9/ 9 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	10	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	16	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	2	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "
	2	B365522	0	WOOD FLUSH BRACKET 9"
P.16	16	X208409	0	D.F. STARTER 84 X 36 X 9/9
	2	B364288	0	D.F. UPRIGHT 84 X 9/ 9 in.
	3	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	14	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	28	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
P.17	69	X218409	0	D.F. ADDER 84 X 36 X 9/9
	1	B364288	0	D.F. UPRIGHT 84 X 9/ 9 in.
	3	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	14	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	24	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	2	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "
P.18	1	X104209	0	S.F. STARTER 36 X 36 X 9
	2	**SPMT**	0	**SPMT** SINGLE FACE UPRIGHT 36 X 9 IN.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	1	B364009	0	BASE PLATE 36 in.
	2	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	4	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364232	0	STEEL SINGLE END PANEL FITTINGS
	2	B365522	0	WOOD FLUSH BRACKET 9"
P.19	2	X114209	0	S.F. ADDER 36 X 36 X 9
	1	**SPMT**	0	**SPMT** SINGLE FACE UPRIGHT 36 X 9 IN.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	1	B364009	0	BASE PLATE 36 in.
	2	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	2	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "
	2	B365522	0	WOOD FLUSH BRACKET 9"

Section	Qty	Code	Color	Description
P.20	1	X108412	0	S.F. STARTER 84 X 36 X 12
	2	B364186	0	S.F. UPRIGHT 84 X 12 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	1	B364009	0	BASE PLATE 36 in.
	5	B366350	0	OLD STYLE HINGED PERIODICAL SHELF 36 X 14 X 12IN
	4	B364232	0	STEEL SINGLE END PANEL FITTINGS
P.21	4	X118412	0	S.F. ADDER 84 X 36 X 12
	1	B364186	0	S.F. UPRIGHT 84 X 12 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	1	B364009	0	BASE PLATE 36 in.
	5	B366350	0	OLD STYLE HINGED PERIODICAL SHELF 36 X 14 X 12IN
P.22	3	X206611	0	D.F. STARTER 66 X 36 X 11/11
	2	B364269	0	D.F. UPRIGHT 66 X 11/11 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	10	B366097	0	STEEL SHELF WITH BOOKSTOP 36" X 11"
	20	B365027	0	SINGLE PLATE BRACKET 6 X 11 in.
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
	4	B365527	0	WOOD FLUSH BRACKET 11"
P.23	7	X216611	0	D.F. ADDER 66 X 36 X 11/11
	1	B364269	0	D.F. UPRIGHT 66 X 11/11 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	10	B366097	0	STEEL SHELF WITH BOOKSTOP 36" X 11"
	16	B365027	0	SINGLE PLATE BRACKET 6 X 11 in.
	2	B365028	0	DOUBLE PLATE BRACKET 6 X 11"
	2	B365527	0	WOOD FLUSH BRACKET 11"
P.24	3	X208409	0	D.F. STARTER 84 X 36 X 9/9
	2	B364288	0	D.F. UPRIGHT 84 X 9/ 9 in.
	3	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	2	B364009	0	BASE PLATE 36 in.
	14	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	28	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	4	B364233	0	STEEL DOUBLE END PANEL FITTING
P.25	12	X218409	0	D.F. ADDER 84 X 36 X 9/9
	1	B364288	0	D.F. UPRIGHT 84 X 9/ 9 in.
	3	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	2	B364009	0	BASE PLATE 36 in.
	14	B366096	0	STEEL SHELF WITH BOOKSTOP 36 X 9 in.
	24	B365022	0	SINGLE PLATE BRACKET 6" X 9"
	2	B365023	0	DOUBLE PLATE BRACKET 6" HIGH 9 "

Section	Qty	Code	Color	Description
P.26	1	X108410	0	S.F. STARTER 84 X 36 X 10
	2	B364185	0	S.F. UPRIGHT 84 X 10 in.
	2	B364090	0	CROSSBAR (STARTER WITH 8 BOLTS) 36 IN.
	1	B364009	0	BASE PLATE 36 in.
	7	B366095	0	STEEL SHELF WITH BOOKSTOP 36" X 10"
	14	B365025	0	SINGLE PLATE BRACKET 6" HIGH 10 "
	4	B364232	0	STEEL SINGLE END PANEL FITTINGS
P.27	6	X118410	0	S.F. ADDER 84 X 36 X 10
	1	B364185	0	S.F. UPRIGHT 84 X 10 in.
	2	B364091	0	CROSSBAR (ADD-ON, WITH 4 BOLTS) 36 in.
	1	B364009	0	BASE PLATE 36 in.
	7	B366095	0	STEEL SHELF WITH BOOKSTOP 36" X 10"
	12	B365025	0	SINGLE PLATE BRACKET 6" HIGH 10 "
	1	B365026	0	DOUBLE PLATE BRACKET 6" HIGH 10 "



LOOSE FURNISHINGS

BC-01 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Single Sided Bookcase, 36”W x 66”H

Room :

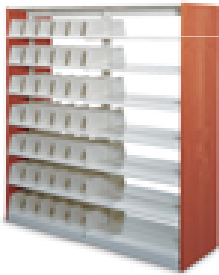
100-Children’s Stacks

Qty:

14

Total

14

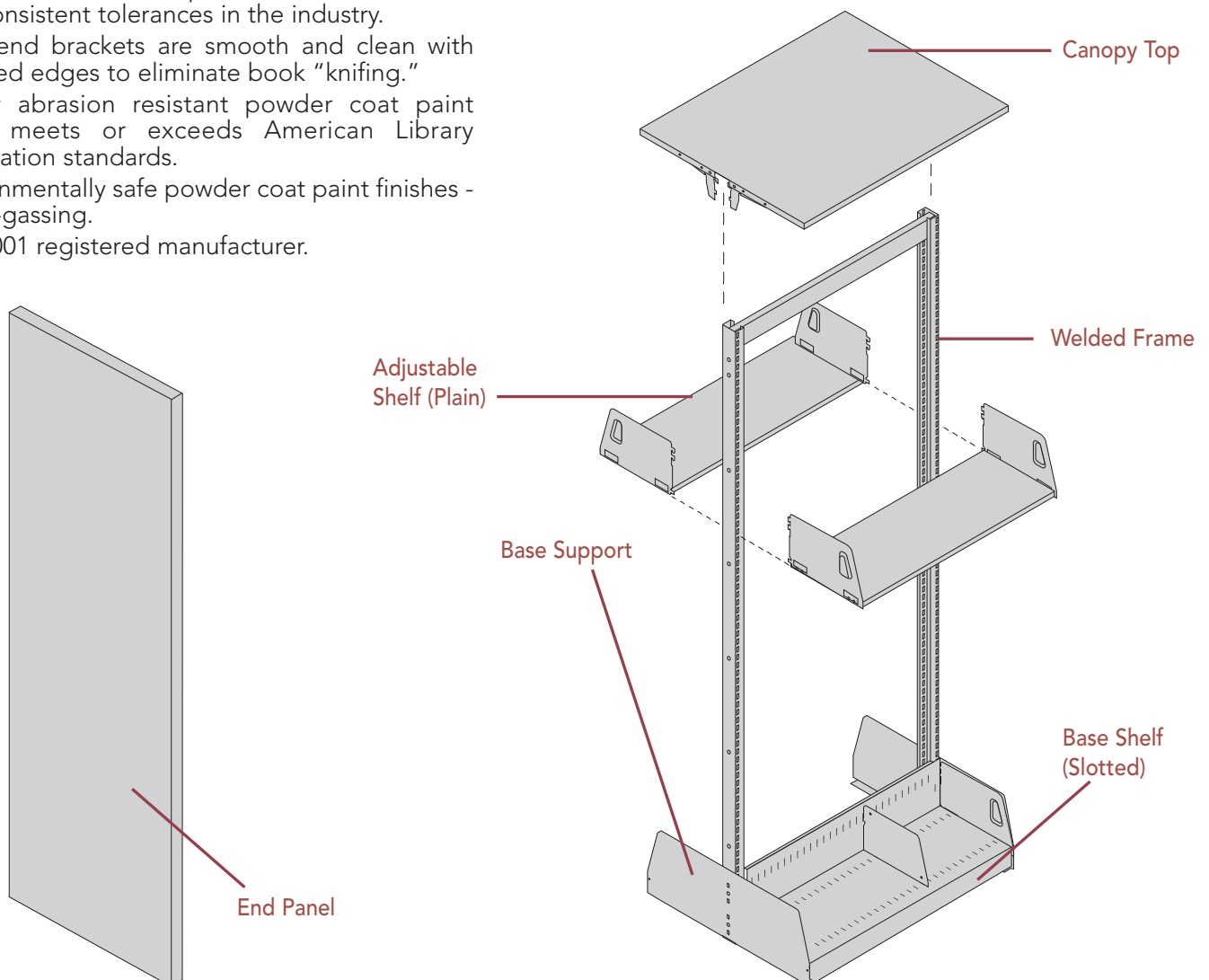


DESIGN AND CAPABILITIES

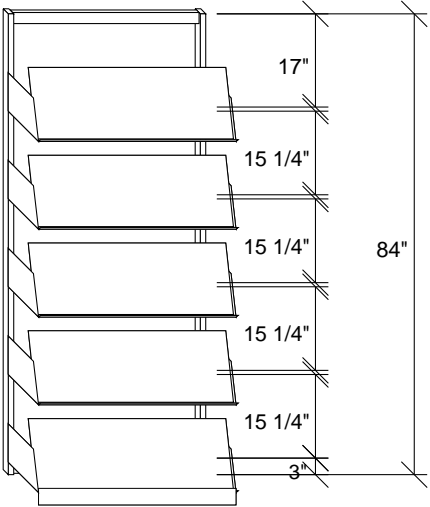
- Robotically fixtured and welded upright frames (heavy gauge) ensure the most consistent frame squareness and welds in the industry.
- Standard upright base supports interlock with our exclusive upright shear tabs for maximum structural integrity.
- Shelf end brackets hook into the upright.
- Metal, wood or laminate end panels fasten to the upright.
- A complete line of display options and accessories are available.
- Roll form automation provides the most exact and consistent tolerances in the industry.
- Shelf end brackets are smooth and clean with rounded edges to eliminate book "knifing."
- Highly abrasion resistant powder coat paint finish meets or exceeds American Library Association standards.
- Environmentally safe powder coat paint finishes - no off-gassing.
- ISO 9001 registered manufacturer.

APPLICATION

- Ideal for today's academic, corporate, public, legal libraries and a myriad of other institutions and organizations.
- Designed to adapt to stringent seismic requirements.
- Designed specifically for static and mobile system applications.

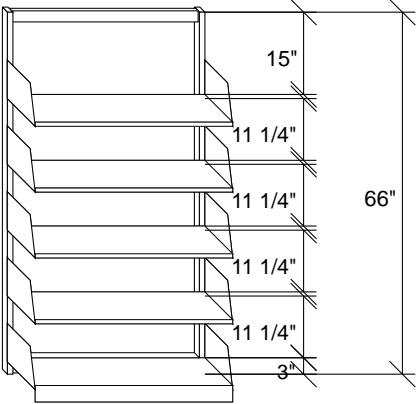


BC 11
84"x36" d14"



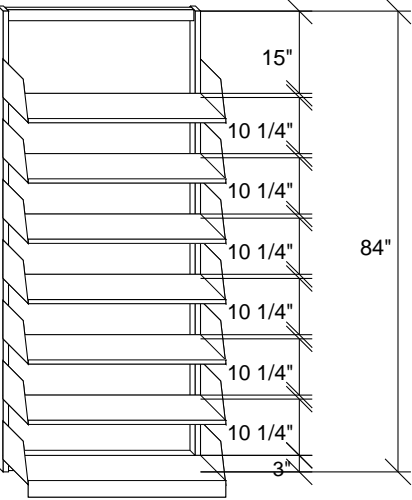
36 x 14

BC 12
66"x36" d24"



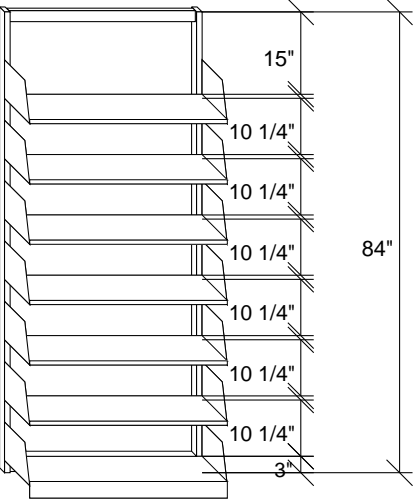
36 x 24-F

BC 13
84"x36" d22"



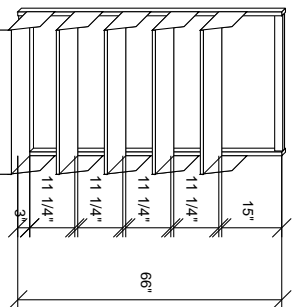
36 x 22-F

BC 14
84"x36" d12"

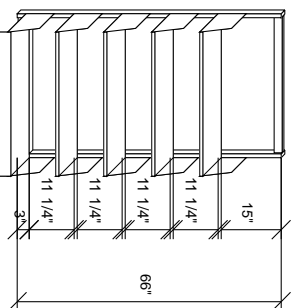


36 x 12

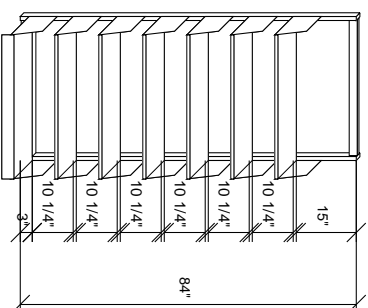
BC 01
66"x36" d12"



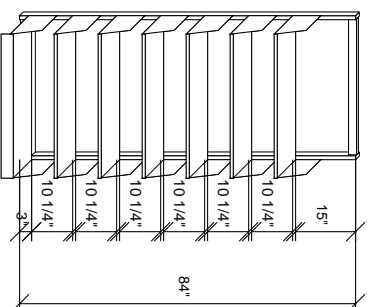
BC 02
66"x36" d22"



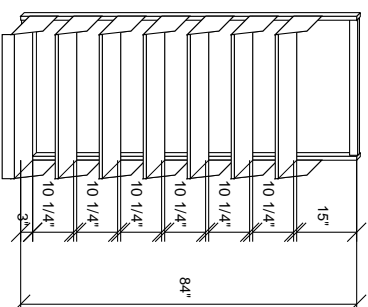
BC 03
84"x36" d12"



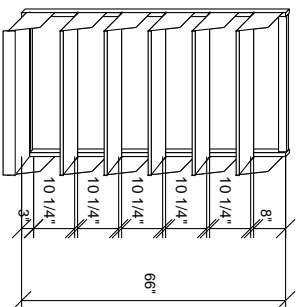
BC 04
84"x36" d22"



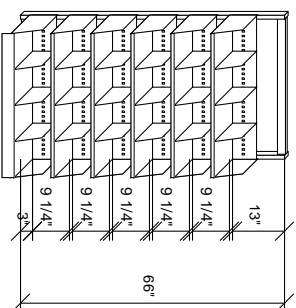
BC 05
84"x36" d12"



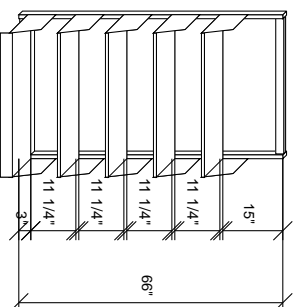
BC 06
66"x36" d22"



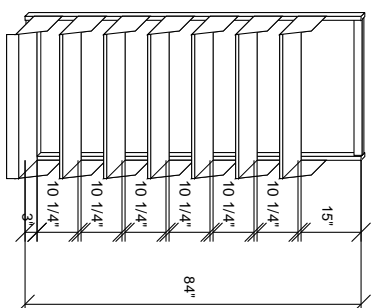
BC 07
66"x36" d22"



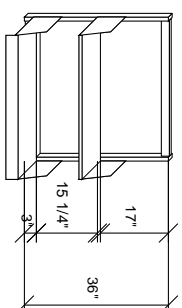
BC 08
66"x36" d22"

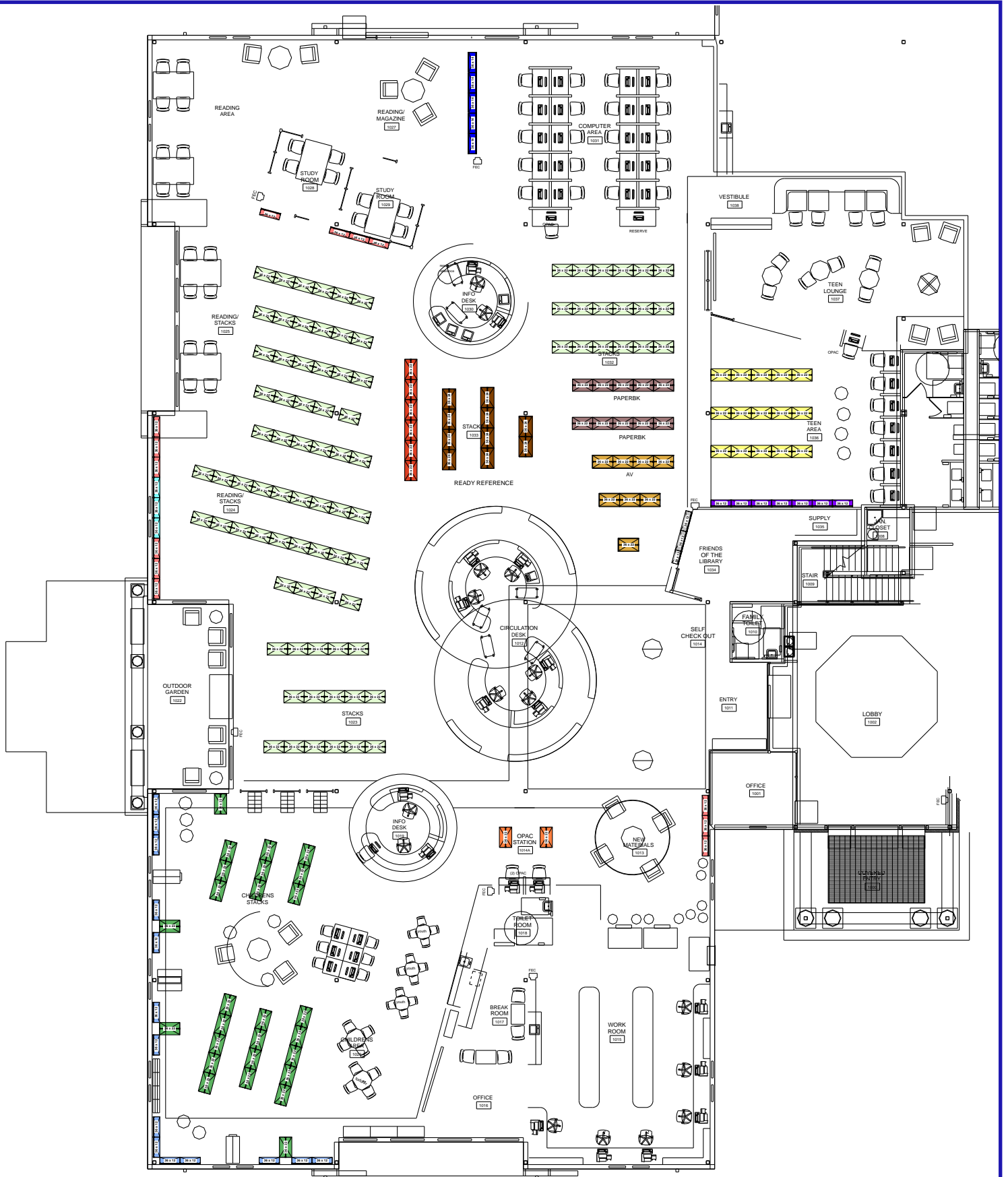


BC 09
84"x36" d22"



BC 10
36"x36" d12"







LOOSE FURNISHINGS

<u>BC-02 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Children's Stacks	27
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36"W x 66"H		

<i>Total</i>	<i>27</i>
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LOOSE FURNISHINGS

BC-02 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Double Sided Bookcase, 36”W x 66”H

Room :

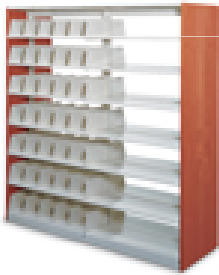
100-Children’s Stacks

Qty:

27

Total

27





LOOSE FURNISHINGS

<u>BC-03 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Study A & B	4
Series: Cantilevered Steel Shelving	100-Reading Stacks	6
Fabric: N/A	100-New Materials	3
Base:		
Features: Single Sided Bookcase, 36"W x 84"H		
	<i>Total</i>	<i>13</i>





LOOSE FURNISHINGS

BC-03 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Single Sided Bookcase, 36”W x 84”H

Room :

100-Study A & B

100-Reading Stacks

100-New Materials

Qty:

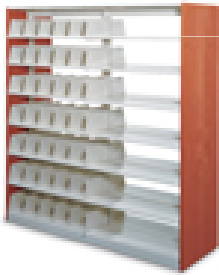
4

6

3

Total

13





LOOSE FURNISHINGS

BC-04 Option A

Manufacturer: Tesco

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Double Sided Bookcase, 36”W x 84”H

Room :

100-Self Checkout

Qty:

2

Total

2





LOOSE FURNISHINGS

BC-04 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Double Sided Bookcase, 36”W x 84”H

Room :

100-Self Checkout

Qty:

2

Total

2





LOOSE FURNISHINGS

<u>BC-05 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Paperback/A-V	2
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Single Sided Bookcase, 48”W x 84”H (Custom Size)		

<i>Total</i>	2
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LOOSE FURNISHINGS

BC-05 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Single Sided Bookcase, 48”W x 84”H (Custom Size)

Room :

100-Paperback/A-V

Qty:

2

Total

2





LOOSE FURNISHINGS

BC-06 Option A

Manufacturer: Tesco

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Double Sided Bookcase, 36”W x 66”H, A/V Shelving

Room :

100-Paperback/A-V

Qty:

8

Total

8





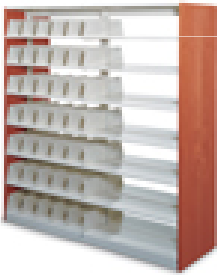
LOOSE FURNISHINGS

BC-06 Option B

Manufacturer: SpaceSaver
Series: Cantilevered Steel Shelving
Fabric: N/A
Base:
Features: Double Sided Bookcase, 36”W x 66”H, A/V Shelving

Room : 100-Paperback/A-V
Qty: 8

<hr/>	
<i>Total</i>	8
<hr/>	





LOOSE FURNISHINGS

<u>BC-07 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Paperback/A-V	10
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36”W x 66”H, Paperback Shelving		

<i>Total</i>	<i>10</i>
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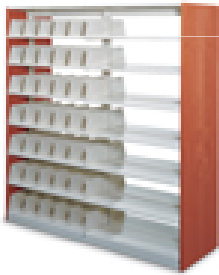
LOOSE FURNISHINGS

BC-07 Option B

Manufacturer: SpaceSaver
Series: Cantilevered Steel Shelving
Fabric: N/A
Base:
Features: Double Sided Bookcase, 36”W x 66”H, Paperback Shelving

Room : 100-Paperback/A-V
Qty: 10

<hr/>	
<i>Total</i>	<i>10</i>
<hr/>	





LOOSE FURNISHINGS

<u>BC-08 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Ready Reference	6
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36”W x 66”H		

<i>Total</i>	6
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LOOSE FURNISHINGS

BC-08 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Double Sided Bookcase, 36”W x 66”H

Room :

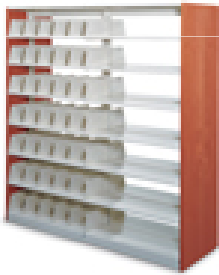
100-Ready Reference

Qty:

6

Total

6





LOOSE FURNISHINGS

<u>BC-09 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Ready Reference	18
Series: Cantilevered Steel Shelving	100-Reading Stacks	67
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36”W x 84”H		
	<i>Total</i>	85

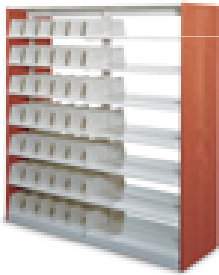




LOOSE FURNISHINGS

<u>BC-09 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: SpaceSaver	100-Ready Reference	18
Series: Cantilevered Steel Shelving	100-Reading Stacks	67
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36”W x 84”H		

<i>Total</i>	<i>85</i>
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LOOSE FURNISHINGS

<u>BC-10 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Ready Reference	3
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Single Sided Bookcase, 36”W x Up to 36”H		

Total





LOOSE FURNISHINGS

BC-10 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Single Sided Bookcase, 36”W x
Up to 36”H

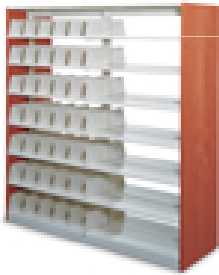
Room :

100-Ready Reference

Qty:

3

Total





LOOSE FURNISHINGS

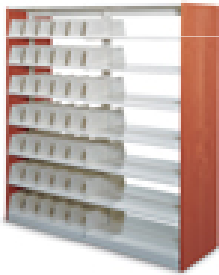
<u>BC-11 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Reading/Mag.	5
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Single Sided Bookcase, 36"W x 84"H, Magazine/Newspaper/Periodicals, Tip-Up Shelves, Storage Below		
	<i>Total</i>	<i>5</i>





LOOSE FURNISHINGS

<u>BC-11 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: SpaceSaver	100-Reading/Mag.	5
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Single Sided Bookcase, 36"W x 84"H, Magazine/Newspaper/Periodicals, Tip-Up Shelves, Storage Below		
	<i>Total</i>	<i>5</i>





LOOSE FURNISHINGS

<u>BC-12 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Ready Reference	10
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36”W x 66”H, 12” Deep Shelves, Ready Reference		

<i>Total</i>	<i>10</i>
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LOOSE FURNISHINGS

<u>BC-12 Option B</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: SpaceSaver	100-Ready Reference	10
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36”W x 66”H, 12” Deep Shelves, Ready Reference		

	<i>Total</i>	<i>10</i>
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LOOSE FURNISHINGS

<u>BC-13 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Teen Area	15
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Double Sided Bookcase, 36"W x 84"H, Teen Zone		

<i>Total</i>	<i>15</i>
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LOOSE FURNISHINGS

BC-13 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Double Sided Bookcase, 36”W x 84”H, Teen Zone

Room :

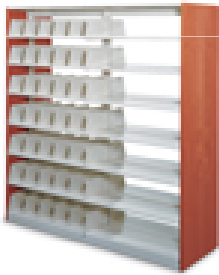
100-Teen Area

Qty:

15

Total

15





LOOSE FURNISHINGS

<u>BC-14 Option A</u>	<u>Room :</u>	<u>Qty:</u>
Manufacturer: Tesco	100-Teen Area	7
Series: Cantilevered Steel Shelving		
Fabric: N/A		
Base:		
Features: Single Sided Bookcase, 36"W x 84"H, Teen Zone		

<i>Total</i>	<i>7</i>
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LOOSE FURNISHINGS

BC-14 Option B

Manufacturer: SpaceSaver

Series: Cantilevered Steel Shelving

Fabric: N/A

Base:

Features: Single Sided Bookcase, 36”W x 84”H, Teen Zone

Room :

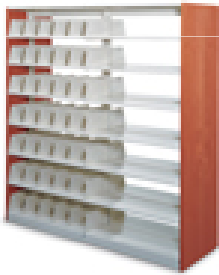
100-Teen Area

Qty:

7

Total

7





Installation Timeline





INSTALLATION TIMELINE...

Preliminary Order and Installation Schedule

Order placement week of September 14, 2010

Manufacturing time frame -4 - 6 weeks

Shipping time frame - 1 week

Installation - 7 Business Days

We estimate the delivery and installation to take approximately 1-2 weeks.

Total time frame - from receipt of order 6-8 weeks

Manufacturer Lead Times:

Haworth	4-5 Weeks
Fixtures	4-5 Weeks
First Office	4-5 Weeks
Sit On It	3-4 Weeks
Tesco	4-5 Weeks
SpaceSaver	4-5 Weeks
Carolina	4-6 Weeks
Landscape Forms	2-6 Weeks
Gaylord	4-5 Weeks



Warranty Information



HAWORTH®

Product Non-Obsolescence and Warranty Policy

(This Haworth Product Non-Obsolescence and Warranty Policy applies to products manufactured after January 1, 2006)

Haworth, Inc., Haworth, Ltd. or Haworth AI, LLC (each called "Haworth") will make a good faith effort to maintain product compatibility within our various generations of product platforms to provide our customers with spaces that adapt to change. Haworth's non-obsolescence policy commits to provide our customers with products of comparable function or operational characteristics for a term equal to the warranty period. Haworth fabrics and finishes must be updated periodically to maintain the market appeal of our products and respond to the demands and changing preferences of our customers. As a result some fabrics and finishes are periodically discontinued.

If a new product purchased or leased from Haworth or from an authorized Haworth dealer proves to be defective (as defined below) while the product is still owned or leased by the initial purchaser or lessee and if the initial purchaser or lessee gives Haworth written notice of the defect within the Applicable Warranty Period, then, except as provided below, Haworth will, at Haworth's option, either repair or replace the product, at Haworth's expense, or refund to the buyer the purchase price of the product. A notice must be addressed to Haworth at One Haworth Center, Holland, Michigan 49423, attention: Corrections Department. Except as provided below, a product shall be considered "defective" if Haworth finds that it is defective in materials or workmanship and if the defect materially impairs the value of the product to the buyer or lessee. Applicable Warranty Periods are set forth below. Each Applicable Warranty Period begins on the day the product is manufactured, except that the Applicable Warranty Period for a flooring product begins when its installation is complete. If product is not installed by a Haworth Certified installer or reconfigured by a Haworth trained installer, Haworth may not consider the product to be defective and will not repair, replace or refund its price.

PRODUCTS

APPLICABLE WARRANTY PERIOD

All Haworth products, except those listed below. LIFETIME

Electrical components, electrical accessories and fixed task lighting, excluding underfloor power; seating mechanisms *, excluding mechanisms in wood or wood framed chairs; seating glides and casters, stack chair frames, wall products; Paradocs storage; if high performance edge worktops. Ten Years

All Haworth products that are at any time used in a classroom or educational environment (other than administrative areas), except products listed below. Ten Years

Wood or wood framed products and wood chairs including their mechanisms; gel arm caps; fabric scrims and fabrics rated (A) Heavy Duty under Association of Contract Textiles guidelines; Cabriolet; user-adjustable worksurface mechanisms; thermofused laminates; slow close mechanisms; ambient and flexible task lighting; and Jump Stuff products other than Boogie Board (lifetime) Five Years

All flooring products, including underfloor power, other than factory-applied surfaces; plastic ultraviolet light color fastness; fabrics rated (a) General Contract under the Association of Contract Textiles guidelines * Three Years

Non-standard Specials products; Crossings products with Texon T-90 material; soft palm rest; mouse pad insert; Pelican Drawer; translucent edge marring; products that are manufactured outside North America and sold into the North American market; factory-applied surfaces on flooring products One Year

* The Applicable Warranty Period for these products is single shift forty hour week. If the chair is used more than this, then the Applicable Warranty Period will be reduced in proportion to the increased usage. For example, if the chair is used an average of sixty hours per week, then the Applicable Warranty Period for the fabric will be two years and the seating mechanisms six years, eight months.

A product will not be considered to be defective, and Haworth will not repair, replace or refund its price if the product (1) is a consumable product, such as a lamp, light ballast or surge suppression product, (2) is "Customer's Own Material" (i.e. material specified by the buyer or lessee that is not a standard Haworth product offering), (3) is not installed and used as recommended in Haworth's written planning, installation and user guides, (4) has been otherwise misused or suffered abusive damage or (5) is a product that is manufactured by a third-party supplier from whom Haworth purchases it and then re-sells it without incorporating it in other Haworth products (in which case Haworth will assign to the buyer or lessee any assignable warranty that the manufacturer gives to Haworth). A defect in materials or workmanship does not include (a) normal wear and tear, (b) damage caused by an Act of God or by transportation, reconfiguration or other movement of the product, (c) a product alteration made without Haworth's express written authorization, (d) a natural variation occurring in wood, marble or leather or (e) failure of the color, grain or texture of wood, marble, leather or fabric to match or be colorfast.

EXCEPT AS STATED ABOVE, HAWORTH DOES NOT MAKE ANY WARRANTY AS TO ANY PRODUCT AND, IN PARTICULAR, DOES NOT MAKE ANY WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE. Product repair or replacement or refund of the price, at Haworth's option, in accordance with this Policy, is the buyer's or lessee's exclusive remedy for a product defect. Haworth shall not have tort liability with respect to a product, and Haworth shall not be liable for any consequential, economic, indirect, special, punitive or incidental damages arising from a product defect.

November 14, 2005



Warranty

First Office products are guaranteed to be free from defects in design, material and workmanship, given normal use and proper care, for twelve (12) years of single-shift service with the exceptions noted below.

First Office will repair or replace, at our discretion without charge to the original purchaser, any product or part thereof which fails as the result of such a defect during the warranty period.

◆ All components <i>not</i> listed below:	12 Years
◆ All drawer glide suspensions:	Lifetime
◆ All locking mechanisms:	Lifetime
◆ All door hinges:	12 Years
◆ Door latches/drawer pulls:	12 Years
◆ Casters and pneumatic lifts:	2 Years
◆ Foam padding:	2 Years
◆ Projection screen:	2 Years

This warranty does not cover:

- ◆ Damage caused by a transportation company.
- ◆ Natural variations in color, grain, or texture of wood and other covering materials over which OFS has no control.
- ◆ Damage created by loading file drawers with anything other than hanging files.

First Office warranty is valid only if the products are given normal and proper care. First Office assumes no responsibility for repairs to products that result from user modifications, attachments to a product, misuse, abuse, alteration, or negligent use. Except as stated above, First Office makes no expressed or implied warranties as to any product, and, in particular, makes no warranty of merchantability or fitness for any particular purpose. First Office shall not be liable for consequential or incidental damages arising from any product defect.



LIMITED LIFETIME WARRANTY

Carolina Business Furniture, LLC warrants products it manufactures against defects of material and workmanship under normal use and service for the life of the product to the original purchaser. This warranty shall not apply to any products which have been subjected to misuse, accidents, abuse, negligence, damaged in transportation or whose original construction has been altered by someone other than Carolina Business Furniture or its authorized agents. No unauthorized person, agent or dealer may give further warranties on behalf of Carolina. (Please note: Because of natural variations on materials over which Carolina has no control, this warranty does not extend to color, grain or texture of wood, leather or upholstery cover. In the event any product has to be returned to the factory for verification of a complaint, it must be pre-authorized by the factory and shipped prepaid along with written information containing the name of the original purchaser, original invoice number, and a copy of the original purchase order.

Except as state above, Carolina, makes no expressed or implied warranties as to any product and makes no warranty of merchantability or of fitness for any particular purpose. Carolina shall not be liable for consequential or incidental damages arising from any product defect. *This warranty is applicable only to those parts actually manufactured by Carolina. For purchased component parts, mechanisms, casters, foam and textiles, Carolina will apply exactly the same warranty that is extended from the supplier.*

fixturesfurniture

Warranty

Fixtures Furniture hereby warrants to the original purchaser that the products manufactured by it shall be free of all substantial defects in original material and workmanship under normal use in standard office conditions for a period of **ten (10) years** from the date of purchase. **Caster, gas lifts and functional mechanisms** are warranted to be free from defects in material and workmanship under normal use for **five (5) years**. **Standard upholstery** materials are warranted for **three (3) years** under normal use. Glides and ganging devices are warranted for a period of one year. Within the specified periods of this warranty, Fixtures Furniture agrees, at our option, to repair, replace or refund the cost of the product or any portion of the subject product which proves to be defective in material or workmanship, provided that the buyer gives written notice. Fixtures Furniture does not warrant the matching of color, grain, or texture. This warranty does not apply to: normal wear and tear, damages resulting from shipment, storage, alteration, misuse of the product or failure to provide proper care as well as reasonable and necessary maintenance or damage caused during product installation or reconfiguration. Additionally, all custom products are expressly excluded from this warranty. This expressed warranty is exclusive of all other warranties, express or implied, including without limitation any implied warranty of merchantability or fitness at our option, the replacement or repair of defective products. Authorization must be approved from Fixtures Furniture in writing prior to incurring any repair charges. All incidental or consequential damages which may arise, including, but not limited to, business losses, personal damage and third party liability are hereby expressly excluded. Fixtures Furniture shall not be liable for consequential, economic or incidental damages arising from any product defect. All custom products are excluded from this warranty.

STATEMENT OF WARRANTY

Spacesaver has an emphasis on customer satisfaction and continuous improvement. The statement of warranty is our continued commitment that Spacesaver is dedicated to serving our customers.

LIFETIME LIMITED WARRANTY

Subject to the conditions stated below, Spacesaver Corporation ("Spacesaver") warrants to the original purchaser exclusively that the shelving and mobile carriages ("structural frames") manufactured by it will be free from defects in materials and workmanship for the lifetime of the structural frames. For the purposes of this warranty, structural frames shall be deemed to exclude all moving parts, controls and guides that have immediate contact with any moving parts.

10-YEAR LIMITED WARRANTY

Spacesaver also warrants that all carriage drive motors*, shall be free from defects in materials and workmanship for ten (10) years from the date of the customer's written acceptance of installation. During the 10-year warranty period, all parts are included at no cost for 10 years. Labor is included at no cost during the first year of the 10-year warranty period. After the first year, all labor will be charged at the current rate.

5-YEAR LIMITED WARRANTY

Spacesaver also warrants that all equipment, other than structural frames and carriage drive motors*, shall be free from defects in materials and workmanship for five (5) years from the date of the customer's written acceptance of installation. During the 5-year warranty period, all parts are included at no cost for 5 years. Labor is included at no cost during the first year of the 5-year warranty period. After the first year all labor will be charged at the current rate.

*Eclipse™ Powered Systems and Wheelhouse™ High-Density Mobile Storage Systems only. Refer to Warranty for Mobile Rack Systems.

If any warranted equipment shall be proved to Spacesaver's satisfaction to be defective, such equipment shall be repaired or replaced at the option of Spacesaver. All warranty service for any equipment manufactured by Spacesaver must be performed by an authorized Spacesaver factory representative. This warranty shall be void if any portion of the purchase price shall be due but unpaid in accordance with the terms pursuant to which the equipment was sold. This warranty shall not apply to equipment repaired by any party other than an authorized Spacesaver factory representative or to defects or damage caused by (a) acts of God or other circumstances beyond Spacesaver's control, (b) improper installation (unless installation was by authorized factory installer), (c) improper electrical supply or environmental conditions, (d) improper operation, maintenance or storage, or (e) other than normal use or service. **EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH ABOVE, SPACESAVER MAKES NO WARRANTIES, IMPLIED OR OTHERWISE, AND SPACESAVER SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**

LIMITATION OF LIABILITY

Repair or replacement of any defective equipment, or refund of the purchase price paid by the customer in the event Spacesaver determines such equipment cannot be repaired or replaced, shall be the customer's exclusive remedy for breach of the warranty for product defects, however caused, and in no case shall Spacesaver be liable for incidental, consequential, special or other damages, or loss of profits or revenues whether as a result of breach of contract or warranty, Spacesaver's negligence, or otherwise. Spacesaver shall have no liability for any advice or assistance rendered by any party outside the scope of Spacesaver's written specifications for the manufacture, operation or maintenance of the warranted equipment. Original installation must be performed by Spacesaver trained and certified installers.



Warranty

SitOnIt Seating, Inc. warrants to the original end user that this product will be free from defects in its material and workmanship as described below. The company will repair or replace, at its option, without charge to the original purchaser only, defective products or parts during normal use (standard 8 hour days, 5 days per week) the following warranty periods:

Resonance, Glove, Leader, @Work, F/X, ReAlign, Influence, TR2, Achieve, Freelance, Non-Stop Everyday, Anytime, Relay, OnCall, and Rowdy Lifetime Warranty which is the entire time owned by the original purchaser for all chair components including pneumatic cylinder, control mechanism, base, glides, casters, frames and other structural elements.

Non-Stop

SitOnIt Seating warrants the 24 Hour Multi-Shift Upgrade when configured to the appropriate model for a period of 10 years. Fabric and foam cushioning are covered for two years. (See standard product warranty policy for processing information).

Census and Swirl

5 Year Warranty which is the entire time owned by the original end user for all chair components including pneumatic cylinder, control mechanism, base, and casters.

Fabric, Foam, and Thermoplastic

5 Year Warranty on all collections COM/COL not warranted for wear or long term adhesion. Normal wear and tear is the responsibility of the specifier.

This warranty shall be effective for the applicable time period beginning from date of purchase as shown on your original receipt or other proof of purchase. This warranty is your sole remedy for product defects and excludes defects due to or arising in connection with product abuse or misuse, user modification of, or attachments to the product, including application of your own upholstery materials and products or parts not used, maintained or installed in accordance with the company's installation, maintenance and/or applicable guidelines.

If this product fails during normal use (standard 8 hour work day, 5 days per week) within the applicable warranty period, please send description of the relevant part, together with proof of purchase of the product to:

SitOnIt Seating, Inc.
11870 Monarch Street
Garden Grove, CA 92841

We will repair or, at our option, replace the defective part, free of charge to the purchaser, provided only that the purchaser returns said part to SitOnIt Seating, freight or other shipping charges prepaid. Labor and service not covered under warranty.

There are no other warranties, expressed or implied, other than those specifically described, including without limitation any implied warranty or merchantability or of fitness for a particular purpose. We will not be responsible for incidental or consequential damages. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights and you may have other rights which vary from state to state.

Since textiles vary in weave, thickness and memory, some creasing and/or gathering may occur during the upholstery application process. Due to natural variations over which we have no control, all furniture is sold subject to minor irregularities of color, surface, grain, and texture. Textiles are sold subject to minor variations of color. Leather upholstery materials are of the finest quality. Because leather is a natural product, variations of texture are common and should be expected. Leather will contain natural markings such as neck wrinkles, scratches, backbone marks and stretch marks. These distinctions give leather its unique characteristics and are considered to be a part of the natural beauty of leather.

Our company will advise you of the procedure to follow when making warranty claims. Call **SitOnIt Seating at 888 274-8664** to explain defect. Give your name, address, and telephone number. Please be prepared with the model number, date of purchase, date of manufacture, cell number, and part number found under the seat of the chair.

ANSI/BIFMA

SitOnIt Seating is a member of the Business and Institutional Furniture Manufacturer's Association (BIFMA). Tests developed by the Business and Institutional Furniture Manufacturer's Association (BIFMA) and approved by the American National Standards Institute (ANSI) determine the strength and durability of seating in its everyday use. Although this testing does not serve as a warranty or guarantee, SitOnIt Seating products within this price list generally meet or exceed applicable BIFMA and ANSI standards.

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landscapeforms®

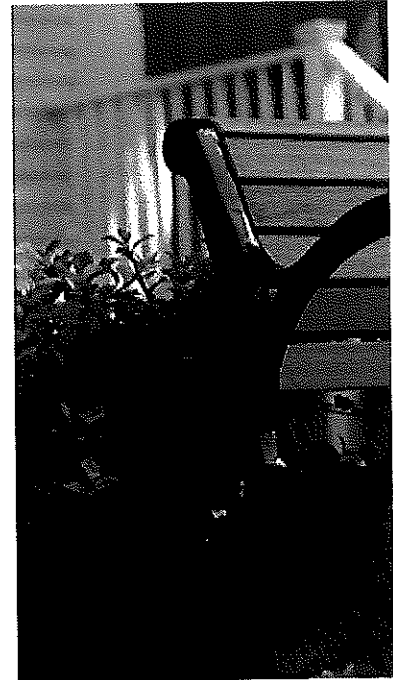
[products](#)[design](#)[about us](#)

our warranty

[our story](#)
[our pledge](#)
[our warranty](#)
[design partners](#)
[news release](#)
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[government contracts](#)

Landscape Forms, Inc. warrants all products (other than noted exceptions) to be free from defects in material and/or workmanship for a period of three years from date of invoice. Noted exceptions: Marketplace umbrellas are warranted for one year from date of invoice.

This warranty does not apply to damage resulting from accident, alteration, misuse, tampering, negligence, or abuse. Landscape Forms, Inc. will, at its option, repair, replace, or refund the purchase price of any items found defective upon inspection by an authorized Landscape Forms, Inc. service representative.



General Construction Specifications

MATERIALS:

Materials shall be of the finest quality available. All gauges shall be of U. S. Standard. The design of all parts after completion and installation will present a neat and finished appearance and shall be free of any sharp edges and projections.

FINISH:

All steel parts will be smooth and cleaned to insure the removal of any oil, grease or foreign material before the paint finish is applied. The finish shall be an epoxy/polyester powder, electrostatically applied and thermo hardened sixty to eighty microns thick. All shelving shall withstand at least 500 hours of salt spray chamber test.

INSTALLATION:

Library shelving shall not be delivered until the building areas are sufficiently dry and secure so that furniture will not be damaged by excessive changes in atmospheric conditions or vandalism. Installation shall be by an authorized representative and shall conform to the manufacturer's standard procedure. Shelving shall be assembled and securely set in place. All debris resulting from installation shall be cleaned up and all interiors and exteriors shall be cleaned at the completion of installation.

WARRANTY:

Library shelving shall carry a five year warranty. Written manufacturer's warranty shall be supplied with bid.

SHELVING: 9500 Series

- Cantilever / modular style book stacks
- Uprights are L-shaped for single face and T-shaped for double face units
- Uprights are connected using crossbars that are bolted to the uprights with bolting plates one upright between each shelving unit
- Shelving units can have metal canopy or continuous style tops.
- On double face units with canopy tops a shelf bridge is used between the two canopy tops to insure a flush finish between the tops.
- Continuous tops shall be 1 1/4" thick solid core, with a 3/4" thick solid oak bullnose external edge band (Celebrity Style) or as specified in the equipment list.
- Shelving units have the ability to provide open or closed base options by adding or deleting a closed base plate.

SHELVING UPRIGHTS:

- Uprights are constructed of 14 gauge cold-rolled galvanized steel which measures 1-3/16" x 2-3/8" with shelf adjustments every 1".
- 2" leveling glides under the base of the upright.
- The upright is constructed of a closed rectangular tube welded in the center of one of the longer sides of the tube.
- Each upright shall be able to accept a vertical extender and overhead stabilizer.
- All uprights shall have finish caps

Standard Heights: Double and Single Face

42" / 48" / 60" / 66"
72" / 78" / 84" / 90"

Standard Depths: Double and Single Face

8" / 9" / 10" / 11" / 12" / 15-3/4"



Insurance Information





CERTIFICATE OF LIABILITY INSURANCE

OP ID TH

DATE (MM/DD/YYYY)

07/19/10

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Elliot Leitenberg Bruce Morse Insurance Agency 1000 Wekiva Springs Road Longwood FL 32779 Phone: 407-869-4200 Fax: 407-862-7656	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: FLORI-9	FAX (A/C, No):
INSURED Florida Business Interiors, Inc 940 Williston Park Point Lake Mary FL 32746	INSURER(S) AFFORDING COVERAGE INSURER A: Nationwide P&C 37877 INSURER B: Nationwide Mutual 23787 INSURER C: Nationwide/Allied P&C Ins 42579 INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY	X		77PR859858-3001	04/01/10	01/01/11	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Contractual Liab						PERSONAL & ADV INJURY \$ 1,000,000
A	<input checked="" type="checkbox"/> XCU			77PR859858-3001	04/01/10	01/01/11	GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						\$
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			ACP5903891180	04/01/10	01/01/11	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
B	<input type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		77CU85985853002	04/01/10	01/01/11	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 5,000,000
	<input type="checkbox"/> DEDUCTIBLE	\$					
	<input type="checkbox"/> RETENTION	\$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A				WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
A	Nationwide P&C			77PR859858-3001	04/01/10	01/01/11	Install Floater 150,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Sumter County Board of County Commissioners is included as an additional insured on policy #77PR859858-3001 subject to the provisions of endorsement CG2033. *30 day notice of cancellation/10 day notice for nonpayment of premium.							

CERTIFICATE HOLDER

CANCELLATION

SUMTER4

Sumter County Board of
County Commissioners, Risk
Mgmt Dept. Attn: Lita Hart
910 N Main Street, Ste 217
Bushnell FL 33513

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

OPID TO
FLOR101

DATE (MM/DD/YYYY)

07/20/10

PRODUCER SIHLE INSURANCE GROUP, INC. P. O. BOX 160398 ALTAMONTE SPRINGS FL 32716 Phone: 407-869-0962 Fax: 407-774-0936	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Florida Business Interiors 940 Williston Park Point Lake Mary FL 32746	INSURER A: Florida Retail Federation SIF	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

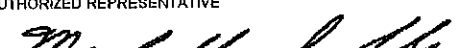
INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below	052039593	01/01/10	01/01/11	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OFF-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Waiver of Subrogation for Workers Compensation applies in favor of Sumter County Board of County Commissioners, Contractor, subcontractor, architects and engineers.

***10 days written notice of cancellation for non-payment of premium applies.**

CERTIFICATE HOLDER

Sumter County Board of County Commissioners Risk Management Department 910 N. Main Street, Suite 217 Bushnell FL 33513	SUMTCO3
	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL *30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

Date prepared: June 21, 2010

Form no. WC 00 03 13
(5/97)

Carrier: Florida Retail Federation Self Insurers Fund

Effective date of endorsement: January 01, 2010

Policy Number: 0520-39593

FEIN: 59-3151825

Insured:

Florida Business Interiors, Inc.
940 Williston Park Point
Lake Mary, FL 32746-2122

Physical address:

940 Williston Park Point
Lake Mary, FL 32746

INTENT: WAIVER OF OUR RIGHT TO RECOVER FROM THE OTHERS ATTACHMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.

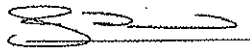
This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

"Blanket Waiver of Subrogation Applies"

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

Countersigned by:



Date: June 21, 2010

cc: Florida Business Interiors, Inc.
Sihle Insurance Group

WC 00 03 13 (5/97)

Includes copyright material
of the National Council on
Compensation Insurance, Inc
Copyright 1983 NCCI

SAMPLE CERTIFICATE OF INSURANCE

ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 9/8/2008
PRODUCER (352) 787-2431 FAX: (352) 787-9922 Brown & Brown of Florida, Inc. 900 N 14th Street PO Box 491636 Leesburg FL 34749-1636		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED Full name and Address		
INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: Company Name		Must include
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR DEDUCTIBLE or retention may not exceed \$25,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
A		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$ \$ \$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Addition insured on the General Liability: CG2010 Additional insured - Owner, Lessees or Contractors or CG 2026 Additional Insured - Owner, Lessees or contractors - Scheduled Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured coverage. County must also be listed as additional insured on the Commercial Umbrella/Excess Liability Waiver of Subrogation etc....SEE INSURANCE REQUIREMENT SHEET ATTACHED

CERTIFICATE HOLDER

(352) 568-6616
 Sumter County Board of County Commissioners
 910 N Main Street
 Bushnell, FL 33513

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
 AUTHORIZED REPRESENTATIVE

STANDARD INSURANCE REQUIREMENTS

The Contractor shall maintain, on a primary basis and at its sole expense, at all times during the life of this contract, or the performance of work hereunder, the following insurance coverages, limits, and endorsements described herein. The requirements contained herein, as well as the County's review or acknowledgement, is not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Contractor under this contract.

Financial Rating of Insurance Companies All insurance companies must have financial rating of **A-** or higher by A.M. Best.

Commercial General Liability The Contractor shall maintain Commercial General Liability at a limit of liability not less than **\$1,000,000** Each Occurrence and **\$2,000,000** Annual Aggregate. The coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Independent Contractors, Broad Form Property Damage, X-C-U Coverage, Contractual Liability or Cross Liability. The self-insured retention or deductible shall not exceed \$25,000.

Business Automobile Liability The Contractor shall maintain Business Automobile Liability at a limit of liability not less than **\$1,000,000** Each Occurrence. Coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event the Contractor does not own automobiles, the Contractor shall maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Worker's Compensation Insurance & Employers Liability The Contractor shall maintain its own Worker's Compensation Insurance & Employers Liability in accordance with Florida Statute Chapter 440. **(NOTE: Elective exemptions or coverage through an employee leasing arrangement will NOT satisfy this requirement).**

Umbrella or Excess Liability (needed for large contracts as determined by Risk Management) The Contractor shall maintain either a Commercial Umbrella or Excess Liability at a limit of liability not less than **\$2,000,000** Each Occurrence and **\$2,000,000** Aggregate. The Contractor shall endorse the County as an "Additional Insured" on the Umbrella or Excess Liability, unless the Commercial Umbrella/Excess Liability provides coverage on a pure "True Follow-Form" basis, or the County is automatically defined as an Additional Protected Person. Any self-insured retention or deductible shall not exceed \$25,000.

Additional Insured The Contractor shall endorse the County as an Additional Insured on the Commercial General Liability with a CG 2010 Additional Insured – Owners, Lessees, or Contractors, or CG2026 Additional Insured – Owners, Lessees, or Contractors – Scheduled Person or Organization endorsement, or similar endorsement providing equal or broader Additional Insured coverage.

In addition, the Contractor shall endorse the County as an Additional Insured under the Contractor's Commercial Umbrella/Excess Liability as required herein.

The name of the organization endorsed as Additional Insured for all endorsements shall read "Sumter County Board of County Commissioners."

Indemnification The Contractor shall indemnify, defend and hold harmless the County, its offices, agents and employees from and against any and all claims, losses or liability, or any portion thereof, including attorney's fees and costs, arising from injury or death to persons, including injuries, sickness, disease or death to contractor's own employees or damage to property occasioned by a negligent act, omission or failure of the Contractor.

Builder's Risk (when applicable) The Contractor, prior to notice to proceed or commencement of work, whichever occurs first, shall maintain Builder's Risk insurance providing coverage to protect the interests of the County, Contractor, subcontractors, including property acquired under a sales tax incentive program, property in transit, and property on or off-premises, which shall become part of the building or project. Coverage shall be written on an All-Risk, Replacement Cost, and Completed Value Form basis in an amount at least equal to 100% of the projected completed value of the Project as well as subsequent modifications of that sum. Any flat deductible(s) shall not exceed \$25,000, any wind percentage deductible (when applicable) shall not exceed ten-percent (10%); and any flood sub limit shall not be less than 25% of the projected completed value of the project. The Contractor shall endorse the policy with a manuscript endorsement eliminating the automatic termination of coverage in the event the building is occupied in whole or in part, or put to its intended use, or partially accepted by the County. The manuscript endorsement shall amend the automatic termination clause to only terminate coverage if the policy expires, is cancelled, the County's interest in the building ceases, or the building is accepted or insured by the County.

The Contractor shall endorse the County as Additional Insured, or Loss Payee, on the Builder's Risk.

Deductibles, Coinsurance Penalties, & Self-Insured Retention The Contractor shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, coinsurance penalty, self-insured retention, or coverage exclusion or limitation. For deductible amounts that exceed the amounts stated herein that are acceptable to the County, the Contractor shall, when requested by the County, maintain a Commercial Surety Bond in an amount equal to said deductible amount.

Waiver of Subrogation The Contractor shall provide a Waiver of Subrogation in favor of the County, Contractor, subcontractor, architects, or engineers for each required policy providing coverage during the life of this Contract. When required by the insurer, or should a policy condition not permit the Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then the Contractor shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or an equivalent endorsement. This Waiver of Subrogation requirement shall not apply to any policy which includes a condition specifically prohibiting such an endorsement, or voids coverage should the Contractor enter into such an agreement on a pre-loss basis.

Right to Revise or Reject The County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverages and endorsements based on insurance market conditions affecting the availability or affordability of coverage; or changes in the scope of work / specifications affecting the applicability of coverage. Additionally, the County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein, or any insurer(s) providing coverage due to its poor financial condition or failure to operate legally. In such events, the County shall provide the Contractor written notice of such revision or rejections.

No Representation of Coverage Adequacy The coverages, limits or endorsements required herein protect the primary interests of the County, and these coverages, limits or endorsements shall in no way be required to be relied upon when assessing the extent or determining appropriate types and limits of coverage to protect the Contractor against any loss exposures, whether as a result of the Project or otherwise.

Certificate(s) of Insurance The Contractor shall provide the County with Certificate(s) of Insurance clearly evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect. A minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage shall be identified on each Certificate of Insurance. In the event the County is notified that a required insurance coverage will cancel or expire during the period of this Contract, the Contractor agrees to furnish the County prior to the expiration of such insurance, a new Certificate of Insurance evidencing replacement coverage. When notified by the County, the Contractor agrees not to continue work pursuant to this Contract, unless all required insurance remains in effect.

The County shall have the right, but not the obligation, of prohibiting the Contractor from entering the Project site until a new Certificate of Insurance is provided to the County evidencing the replacement coverage. The Contractor agrees the County reserves the right to withhold payment to the Contractor until evidence of reinstated or replacement coverage is provided to the County. If the Contractor fails to maintain the insurance as set forth herein, the Contractor agrees the County shall have the right, but not the obligation, to purchase replacement insurance, which the Contractor agrees to reimburse any premiums or expenses incurred by the County.

The Contractor agrees the Certificate(s) of Insurance shall:

1. Clearly indicate the County has been endorsed on the Commercial General Liability with a CG 2010 Additional Insured – Owners, Lessees, or Contractors, or CG 2026 Additional Insured – Owners, Lessees, or Contractors – Scheduled Person or Organization endorsement, or similar endorsement providing equal or greater Additional Insured coverage.
2. Clearly indicate the County is endorsed as an Additional Insured, or Loss Payee, on the Builder's Risk, and when applicable, Additional Insured on the Commercial Umbrella/Excess Liability as required herein.
3. Clearly identify each policy's limits, flat & percentage deductibles, sub limits, or self-insured retentions, which exceed the amounts or percentages set forth herein.
4. Clearly indicate a minimum thirty (30) day endeavor to notify requirement in the event of cancellation or non-renewal of coverage.
5. Forward original to and clearly indicate Certificate Holder and Additional Insured as follows:

Sumter County Board of County Commissioners
Risk Management Department
Attn: Lita Hart
910 N. Main St. Suite 217
Bushnell, FL 33513

Updated 11/21/08

Contractor Insurance Requirements Summary

Financial Rating of Insurance Companies All insurance companies must have financial rating of A- or higher by A.M. Best.

General Liability

\$1,000,000 per occurrence/\$2,000,000 Aggregate

Business Auto Liability

\$1,000,000 per occurrence

Workers' Compensation

According to Florida Statutes Chapter 440

Umbrella or Excess Liability

Needed for certain large contracts as determined by Risk Management
\$2,000,000 per occurrence/\$2,000,000 Aggregate.

Builders Risk

Needed for construction projects as determined by Risk Management.

Waiver of Subrogation

The Contractor shall provide the County with a waiver of subrogation for each required policy.

Additional Insured Endorsement

The Contractor shall name the **Sumter County Board of County Commissioners** as additional insured on the general liability policy.

Certificate of Insurance

Contractor shall provide the County with a Certificate of Insurance at the beginning of the contract period. The County should be notified by the insurer within 30 days of cancellation of any required insurance. Certificate of Insurance should be delivered to the following address:

Sumter County Board of County Commissioners
Risk Management Department
Attn: Lita Hart
910 N. Main St., Suite 217
Bushnell, FL 33513

For specific details on the information listed above, please see the Standard Insurance Requirements document or contact Risk Management at 352-793-0205.

Updated 11-21-08



References





REFERENCES...

The best way to find out about our level of performance is to ask the customers who have worked with us. While we believe that the level of quality we provide to our clients speaks for itself, we also encourage new customers to go straight to the source. Additional references are available on request.

Seminole County Community College

M.C. Teet
University Partnership Center
407.708.2469 ph

Seminole County Community College

Michael Staley
Economic Development and Employer Services
407.708.2390 ph

Northrop Grumman:

Jan Myatt
321-354-3890 ph

Wharton Smith:

George Smith- Owner
Judy Peterson- Purchasing
407-321-8410 ph

UCF- Digital Media

John Rotolo- Network and Facilities Manager
407-235-3618 ph.
321-695-2178 cell

UCF- Athletics

Joe Simon- Assistant Athletic Director Facilities and Event Operations
407-823-4299 ph

Lockheed Martin

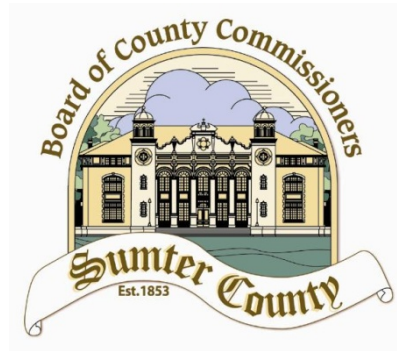
Anna McWilliams
Facilities Coordinator
407-356-9229 ph





Product Brochures













Item	Previe	✓	✗	↩	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
1		✓			HAW	HAS	Z831-1042 () ,IC- ~ ,TR- 00F	LOOK,MID-BACK,SYNCHRO, ARMLESS,HARD ... STANDARD VERSION CHR FAB - ICON UNDECIDED COLOR SURFACE 2 BLACK	49	\$ 231.41	\$ 11,339.09
2		✓			HAW	HAE	M600-2200 () ,IC- ~ ,TR- ~	4-LEG STACKER,NO ARMS,UPHL OUTER STANDARD VERSION CHR FAB - ICON UNDECIDED COLOR SURFACE 2 UNDECIDED COLOR	49	\$ 150.48	\$ 7,373.52
3		✓			HAW	HAE	M600-2100 () ,IC- ~ ,TR- ~	4-LEG STACKER,NO ARMS,POLY OUTER STANDARD VERSION CHR FAB - ICON UNDECIDED COLOR SURFACE 2 UNDECIDED COLOR	10	\$ 131.09	\$ 1,310.90
4		✓			HAW	HAE	M600-8100 () ,IC- ~ ,TR- ~	STOOL,NO ARMS,POLY OUTER STANDARD VERSION CHR FAB - ICON UNDECIDED COLOR SURFACE 2 UNDECIDED COLOR	4	\$ 236.35	\$ 945.40
5		✗			LDF	LDF	WELLSPRIN G	TEAK OUTDOOR CHAIR/ARMLESS	8	\$ 379.00	\$ 3,032.00
6		✓			HAW	HAS	Z831-1442 () ,IC- ~ ,TR- 00F	LOOK,MID-BACK,SYNCHRO, FIXED ARM,HARD ... STANDARD VERSION CHR FAB - ICON UNDECIDED COLOR SURFACE 2 BLACK	18	\$ 259.33	\$ 4,667.94
7		✗			TES C	TES C	108-18 ...	IESCO WOOD CHAIR,ARMLESS,UNUPH... Skipped Option	48	\$ 148.24	\$ 7,115.52
8		✗			CBF	CBF	676-1 ... 3 ...	KANVAS LOUNGE CHAIR, WOOD LEGS Skipped Option GRADE 1 TEXTILES Skipped Option	12	\$ 580.00	\$ 6,960.00
9		✗			FIX	FSF	45013 BG	Bola for Children Thermoplastic 13" Seat Heig... Standard Ball Glide Selection Skipped Option Skipped Option Skipped Option	12	\$ 94.20	\$ 1,130.40

Item	Previe	✓	✗	↩	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
10		✓			FIX	FSF	45011	Bola for Children Thermoplastic 10" Seat Heig...	14	\$ 88.64	\$ 1,240.96
							BG	Standard Ball Glide Selection			
							...	Skipped Option			
							...	Skipped Option			
							...	Skipped Option			
11		✗			SIT	SIT	9511	Volley with Four Legged Frame, Black, Armless	6	\$ 187.15	\$ 1,122.90
							~	No Selection			
							G15	Floor Saver Glide			
							~	No Ganging Bracket			
							~	No Selection			
							S2	Extended stool kit			
12		✓			SIT	SIT	9511	Volley with Four Legged Frame, Black, Armless	8	\$ 119.70	\$ 957.60
							~	No Selection			
							G15	Floor Saver Glide			
							~	No Ganging Bracket			
							~	No Selection			
13		✗			LDF	LDF	WELLSPRIN G	TEAK OUTDOOR W/ARMS	6	\$ 420.00	\$ 2,520.00
14		✓			SIT	SIT	9511	Volley with Four Legged Frame, Black, Armless	4	\$ 119.70	\$ 478.80
							~	No Selection			
							G15	Floor Saver Glide			
							~	No Ganging Bracket			
							~	No Selection			
sub								Chairs			\$ 50,195.03
15		✗			FOF	FOF	11-M9642RT	96X42 RECTANGULAR CONFERENCE TOP - ...	2	\$ 385.18	\$ 770.36
							...	Skipped Option			
							QR	NO CUTOOUT			
16		✗			FOF	FOF	11-M21PB	21X2-1/16 PANEL BASE - QUEST LAMINATE	4	\$ 89.54	\$ 358.16
							...	Skipped Option			
17		✗			FOF	FOF	11-M12048R T	120X48 RECTANGULAR CONFERENCE TOP - ...	1	\$ 535.64	\$ 535.64
							...	Skipped Option			
							...	Skipped Option			
18		✗			FOF	FOF	11-M24PB	24X2-1/16 PANEL BASE - QUEST LAMINATE	2	\$ 89.54	\$ 179.08
							...	Skipped Option			
19		✗			CBF	CBF	810L-20RD	"O" OCCASIONAL TABLE, 20" CYLINDER	8	\$ 350.00	\$ 2,800.00
20		✗			FOF	FOF	AKSC7224R	Applause 72x24 Rectangular Top for Static Center Colum...	12	\$ 107.13	\$ 1,285.56
							...	Skipped Option			
							...	Skipped Option			
							...	Skipped Option			
							...	Skipped Option			
							...	Skipped Option			
21		✗			FOF	FOF	L2C	Applause Orb Leg Base with 2" Columns - Set of 4	18	\$ 137.80	\$ 2,480.40
							...	Skipped Option			
							A4F	GLIDES			

Item	Previe	✓	Ⓢ	↶	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
22		Ⓢ			FOF	FOF	AKS42S	Applause 41.5" Square Top for X Base Skipped Option Skipped Option	1	\$ 107.94	\$ 107.94
23		Ⓢ			FOF	FOF	L2C	Applause Orb Leg Base with 2" Columns - Set of 4 Skipped Option Skipped Option	1	\$ 137.80	\$ 137.80
24		Ⓢ			FOF	FOF	AKS36S	Applause 36" Square Top for X Base Skipped Option Skipped Option	3	\$ 93.22	\$ 279.66
25		Ⓢ			FOF	FOF	L2C	Applause Orb Leg Base with 2" Columns - Set of 4 Skipped Option Skipped Option	3	\$ 137.80	\$ 413.40
26		Ⓢ			LDF	LDF	WELLSPRIN G	48" RD TEAK OUTDOOR	4	\$ 960.00	\$ 3,840.00
27		Ⓢ			TES C	TES C	/PSTR /29 /NG ... Standard	TESCO STUDY TABLE,RECT,42Dx72W,OAK Straight apron Adult height - 29" No Grommets/PowerUp Skipped Option KI Laminates Skipped Option Skipped Option	6	\$ 389.77	\$ 2,338.62
28		Ⓢ			FOF	FOS	LT01-36MT	36" DIA. MAGAZINE TABLE, SCALE Skipped Option	4	\$ 547.09	\$ 2,188.36
29		Ⓢ			FIX	FFT	45310L	Bola for Children Square Table 21"H 30" x 30" Skipped Option (BT) Vinyl Bumper T Skipped Option Skipped Option Skipped Option	6	\$ 197.83	\$ 1,186.98
30		Ⓢ			FIX	FFT	45308L	Bola for Children Round Table 18"H 30" Diameter Skipped Option Skipped Option Skipped Option Skipped Option	2	\$ 192.69	\$ 385.38
31		Ⓢ			FIX	FFT	45300L	Bola for Children Round Table 21"H 30" Diameter Skipped Option Skipped Option Skipped Option Skipped Option	3	\$ 196.97	\$ 590.91
32		Ⓢ			FOF	FOF	AKS36R	Applause 36" Round Top for X Base Skipped Option Skipped Option	3	\$ 94.04	\$ 282.12
33		Ⓢ			FOF	FOF	L2C	Applause Orb Leg Base with 2" Columns - Set of 4 Skipped Option Skipped Option	3	\$ 137.80	\$ 413.40

Item	Previo	✓	0	↩	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
34		0			FOF	FOF	AKS42S	Applause 41.5" Square Top for X Base Skipped Option Skipped Option	4	\$ 107.94	\$ 431.76
35		0			FOF	FOF	L2C	Applause Orb Leg Base with 2" Columns - Set of 4 Skipped Option Skipped Option	4	\$ 137.80	\$ 551.20
36		0			LDF	LDF	WELLSPRIN G	TEAK END TABLE OUTDOOR	2	\$ 289.00	\$ 578.00
sub								Tables			\$ 22,134.73
37		✓			HAW	HDC	SLSE-SQB1- 8P (8P) ,IC- ~ ,TR- ~	SE04,BENCH,SMALL (SINGLE),SQUARE FABRIC,POWDERCOAT CHR FAB - ICON UNDECIDED COLOR SURFACE 2 UNDECIDED COLOR	8	\$ 440.00	\$ 3,520.00
38		✓			JSC	JGC	323A	AMERICANA, BENCH 72"W ALL WOOD ... ~ ~ No Selection No Selection	1	\$ 748.00	\$ 748.00
39		0			LDF	LDF	WELLSPRIN G	TEAK exterior bench	2	\$ 1,100.00	\$ 2,200.00
40		0			GAY	GAY	WB0290	library childrens bench	1	\$ 448.00	\$ 448.00
41		0			GAY	GAY	WD32100	childrens book display	4	\$ 90.00	\$ 360.00
42		0			GAY	GAY	WW-MAR36 24-85	childrens book display	3	\$ 586.00	\$ 1,758.00
43		0			GAY	GAY	WD74400	childrens book display	2	\$ 316.00	\$ 632.00
44		0			TES C	TES C	4375	ROLLING BOOK CART,14Dx36Wx42"H,OAK 2 SLOPED SHELVES	6	\$ 565.88	\$ 3,395.28
45		0			GAY	GAY	WD13801	STORAGE UNIT W/12 CLEAR BINS	1	\$ 192.00	\$ 192.00
46		0			GAY	GAY	WB4230	MOBILE BOOKCASE	3	\$ 353.00	\$ 1,059.00
sub								Miscellaneous			\$ 14,312.28
47		0			TES C	TES C		66"H METAL SHELVING SNGL FACE,12Dx36"W,	14	\$ 200.41	\$ 2,805.74
48		0			TES C	TES C		66"H METAL SHELVING-DBL ...	27	\$ 279.80	\$ 7,554.60
						...					

Item	Previe	✓	0	↩	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
49					TES C	TES C		84"H METAL SHELVING -SNGL FACE,9Dx36"W	13	\$ 197.30	\$ 2,564.90
50					TES C	TES C		84"H METAL SHELVING -DBL FACE,9Dx36"W	2	\$ 377.27	\$ 754.54
51					TES C	TES C		84"H METAL SHELVING -SNGL FACE,x36"W	3	\$ 213.64	\$ 640.92
52					TES C	TES C		66"H METAL SHELVING -DBL FACE,x36"W	8	\$ 487.22	\$ 3,897.76
53					TES C	TES C		66"H METAL SHELVING-DBL FACE,x36"W	10	\$ 425.23	\$ 4,252.30
54					TES C	TES C		66"H METAL SHELVING-DBL FACE,36"W	6	\$ 244.32	\$ 1,465.92
55					TES C	TES C		84"H METAL SHELVING-DBL FACE,x36"W	85	\$ 318.94	\$ 27,109.90
56					TES C	TES C		36"H METAL SHELVING -SNGL FACEx36"W	3	\$ 97.35	\$ 292.05

Item	Previe	✓	⊗	↶	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
57		☒			TES C	TES C		84"H METAL SHELVING -SNGL FACE,x36"W,	5	\$ 349.55	\$ 1,747.75
58		☒			TES C	TES C		66"H METAL SHELVING -DBL FACE,x36"W	10	\$ 279.09	\$ 2,790.90
59		☒			TES C	TES C		84"H METAL SHEL-DBL FACE,x36"W	15	\$ 320.68	\$ 4,810.20
60		☒			TES C	TES C		84"H METAL SHELVING -SNGL FACE,x36"W	7	\$ 186.69	\$ 1,306.83
sub								Subtotal			\$ 61,994.31
61		⊙			TES C	TES C	lumber core	wood veneer end panels	118	\$ 126.82	\$ 14,964.76
62		⊙			TES C	TES C	SLATWALL- 8424	wood veneer slat end panels	9	\$ 259.00	\$ 2,331.00
63		⊙			TES C	TES C	cntps	canopy top	67	\$ 102.97	\$ 6,898.99
64		⊙			TES C	TES C	paperback shelving	paperback shelving	25	\$ 36.36	\$ 909.00
65		⊙			TES C	TES C	BKSPT	book support	1000	\$ 10.00	\$ 10,000.00
sub								Bookcases			\$ 35,103.75
66		⊙			SIT	SIT	5623YB1	Focus Task, Mesh Back, Enhanced Synchro Cntrl, Fabric Grade Selections Fabric Grade 1 No Heavy Duty Upgrade No Selection Std Carpet Casters No Seat Depth Adjusment U... ... No Selection	2	\$ 178.20	\$ 356.40
sub								Extra Chairs			\$ 356.40
67		⊙						community freight	1	\$ 200.00	\$ 200.00

Item	Previe	✓	⊗	↶	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
68		⊗						GAYLORD FREIGHT	1	\$ 1,500.00	\$ 1,500.00
69		⊗						TESCO FREIGHT	1	\$ 2,888.89	\$ 2,888.89
70		⊗						LANDSCAPEFORMS FREIGHT	1	\$ 1,266.67	\$ 1,266.67
sub								Freight			\$ 5,855.56
71		⊗						Shelving Delivery & Installation	1	\$ 16,000.00	\$ 16,000.00
72		⊗						Delivery & Installation	1	\$ 9,000.00	\$ 9,000.00
sub								Delivery & Installation			\$ 25,000.00
								Grand Total			\$ 214,952.06

CONTRACT

THIS AGREEMENT is made this 14th day of September, 2010, by and between **Board of Sumter County Commissioners** (hereafter referred to as "Board"), whose address is 910 North Main Street, Bushnell, Florida 33513, and **Florida Business Interiors, Inc.** (hereafter referred to as "Consultant"), whose address is 940 Williston Park Point, Lake Mary, FL 32746.

RECITALS

WHEREAS, the Board has need for SUMTER COUNTY FURNITURE PACKAGE FOR THE VILLAGES SUMTER COUNTY SERVICE CENTER services; and

WHEREAS, Professional Strategic Plan provides professional services; and

WHEREAS, the parties desire to enter into a written agreement outlining the duties and responsibilities and compensation of the Strategic Plan based on the Consultant's response to RFP # 169-0-2010/AT – Request for Proposal for SUMTER COUNTY FURNITURE PACKAGE FOR THE VILLAGES SUMTER COUNTY SERVICE CENTER;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed as follows:

1. The relationship of the Consultant to the Board will be that of a professional consultant and the Consultant will provide the professional and technical services required under this agreement in accordance with acceptable professional practices and ethical standards applicable to Consultant's profession, and will endeavor to provide to the Board prompt and efficient consulting services to the best of its ability.
2. Consultant is hereby retained and employed as the SUMTER COUNTY FURNITURE PACKAGE FOR THE VILLAGES SUMTER COUNTY SERVICE CENTER consultant to work with the Board to provide said Server Hosting services in accordance with the scope of work outlined in RFP # 169 -0-2010/AT.
3. Consultant agrees to prepare and complete the deliverables to the Board. Consultant may be asked to present the deliverables in person for review by staff or for discussion at a scheduled Board meeting.
4. The term of this Agreement shall commence on the day and year as shown above and continue in force through November 2, 2010. This Agreement may be renewed on an annual basis if agreed to in writing by both parties. The term of this Agreement does not relieve the Consultant of any future responsibility as described in paragraph eight (8) of this Agreement.
5. This Agreement may be terminated by either party upon thirty (30) days prior written notice. If this agreement is terminated, Consultant shall be paid for all work performed up to the date of termination.

6. With regard to compensation paid to Consultant, Consultant shall furnish to the Board on a monthly basis an itemized invoice of the hours, services, products and other services utilized during the preceding month. Invoice shall be itemized per the attached Fee Schedule (Exhibit "A"). Consultant shall compute the total amount due for the preceding month and all amounts due Consultant shall be paid on a monthly basis pursuant to the provisions of the Local Government Prompt Payment Act, F.S. 218. Consultant acknowledges that and agrees that the rates set forth in the Fee Schedule shall remain fixed throughout the duration of the Agreement and thereafter shall only be adjusted by mutual written agreement of both parties.

7. General Considerations.

- a. All reports, drawings, designs, specifications, notebooks, computations, details, calculations documents prepared by Consultant and presented to the Board pursuant to this Agreement are and remain the property of the Board as instruments of service.
- b. All analyses, data, documents, models, modeling, reports and tests performed or utilized by Consultant shall be made available to the Board upon request and shall be considered public records.
- c. Consultant shall keep all books, records, files, drawings, plans and other documentation, including all electronically stored items, which concern or relate to the services required hereunder, for a minimum of three (3) years from the date of expiration or termination of this Agreement, or as otherwise required by any applicable law, whichever date is later. The Board shall have the right to order, inspect and copy all such Records as often as it deems necessary during any such period of time. This right to audit, inspect and copy records shall include all of the records of the Subconsultants (if any).
- d. Consultant shall, at all times, comply with the Florida Public Records Law, the Florida Open Meeting Law and all other applicable laws, rules and regulations of the State of Florida.
- e. Consultant shall, at all times, carry Professional Liability, General Liability, Automobile and Worker's Compensation Insurance pursuant to the insurance requirements in RFP # 169-0-2010/AT.
- f. Upon Consultant's written request, the Board will furnish, or cause to be furnished, such reports, studies, instruments, documents, and other information as Consultant and Board mutually deem necessary, and Consultant may rely upon same in performing the services required under this agreement.
- g. The Board and Consultant each binds itself and its successors, legal representatives and assigns to the other party to this agreement and to the partners, successors, legal representatives and assigns of such other party to this agreement, in respect to all covenants of this agreement; and neither the Board nor Consultant shall assign or transfer their interest in this agreement without the prior written consent of the other party.

8. Should any other professional services be called for by the Board, the charges shall be agreed upon in advance by the parties hereto. The Consultant may be required to provide additional services to the Board on challenges, public protests, administrative hearings or similar matters. The consultant shall be available to represent the Board, serve as an expert witness and provide supporting documentation as necessary.

9. The Contract Documents, which comprise the entire Contract between Board and Consultant and which are made part hereof by this reference, consist of the following:

- a. Request for Proposal (RFP)
- b. Instructions, Terms, and Conditions
- c. RFP Forms
- d. Vendor's Certification
- e. General Terms and Conditions
- f. Drug Free Workplace Certificate
- g. References
- h. Scope of Work / Specifications
- i. Agreement for Services
- j. Permits / Licenses
- k. All Proposal Addenda Issued Prior to RFP Opening Date
- l. All Modifications and Change Orders Issued
- m. Notice of Award / Notice to Proceed

10. Consultant does hereby specifically promise and agree to "hold harmless", defend and indemnify the Board and the agents, servants, employees, officers, and officials thereof from and against any and all liability or responsibility for damage to property or person that may arise in connection with the services to be provided hereunder, including reasonable attorney fees and expenses.

11. Consultant, its agents, servants or employees shall, in no manner, whatsoever be construed as the employees, agents, servants or representatives of the Board and shall have not expressed or implied power or authority to act in any manner whatsoever for or on behalf of the Board, except as provided in the scope of services called for herein. Consultant is hereby designated as an independent contractor to the Board and none of the employees, agents or servants of the Consultant shall have any of the fringe benefits applicable to employees of the Board.

12. In the event of default by either party hereto, the defaulting party shall be liable for all costs and expenses, including reasonable attorney's fees, incurred by the other party and enforcing it rights hereunder, whether litigation be instituted or not, and at the trial court and appellate court level.

13. Consultant does hereby waive "venue privilege" and or "diversity of citizenship privileges" and agrees specifically that any action for the enforcement, construction or interpretation of this agreement shall be maintained in the County or Circuit Court for Sumter County, Florida and Consultant hereby specifically waives its right to institute any action of any kind or nature whatsoever against the Board in any other State or Federal Court or administrative tribunal.

14. This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or verbal. If any provision of the Agreement is declared invalid or unenforceable, the remainder shall continue in full force and effect.

15. This Agreement cannot be changed or modified, unless by written agreement

signed by all parties hereto.

16. In performing services hereunder, Consultant shall comply with all federal, state and local laws and regulations. Consultant shall be responsible for identifying and obtaining all permits necessary to complete the scope of services. Consultant shall be responsible for obtaining, at its sole cost and expense, all necessary licenses and other governmental approvals required in order for Consultant to provide the type of services required hereunder.

17. Consultant shall notify Board in writing of any commitments during the term of this Agreement which may constitute a potential or actual conflict of interest with respect to the scope of services to be performed for the Board.

IN WITNESS WHEREOF, the parties have signed this agreement the day and year first above written.

ATTEST:

COMMISSIONERS

SUMTER COUNTY
BOARD OF COUNTY

By: _____

By: Doug Gilpin, Chairman

Date Signed: _____

ATTEST:

Consultant

By: _____

By:

Date Signed: _____

NOTICE OF AWARD

TO: Florida Business Interiors, Inc.

940 Williston Park Point

Lake Mary, FL 32746

Project Description: RFP 169-0-2010/AT Furniture Package for The Villages Sumter County Service Center

The OWNER has considered the BID submitted by you for the above described work in response to its Advertisement for Bids dated 8-23-2010.

You are hereby notified that your BID has been accepted for the unit prices for the listed items in the BID PROPOSAL.

You are required by the Instruction for Bidders to execute the Agreement and furnish the required certificates of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said insurance within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned. The OWNER will be entitled to such other rights as may be granted by law.

Please acknowledge the NOTICE OF AWARD and return to:

Mr. Doug Gilpin, Chairman
Sumter County Board of County Commissioners
910 North Main Street
Bushnell, FL 33513

Dated this 14th day of September 2010

By: _____

Title: Chairman

ACCEPTANCE OF NOTICE _____

Receipt of the above NOTICE OF AWARD is hereby acknowledged by

_____ this _____ day of _____, 20__

By: _____ Title: _____

NOTICE TO PROCEED

To: Florida Business Interiors, Inc.

940 Williston Park Point

Lake Mary, FL 32746

Project: **RFP 165-0-2010/AT Vending Machine Services for Select County Buildings**

You are hereby notified to commence WORK in accordance with the Agreement dated 9/14/2010 on or before 9/15/2010, and you are to complete the WORK within 48 forty-eight consecutive calendar days thereafter. The date of completion of all WORK is therefore 11/02/2010.

Please acknowledge the NOTICE TO PROCEED and return to:

Mr. Doug Gilpin, Chairman
Sumter County Board of County Commissioners
910 North Main Street Suite 201
Bushnell, FL 33513

Dated this 14th day of September, 2010

By: _____

Title: Chairman

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by

_____, this _____ day of _____,
2010

By: _____ Title: _____